

[illegible]

Briefed 1-20-44 JWM:mw

(FIELD)

added Jee/Bu 5-28-48

Added: jef/mw 5.2.46

11 866 (wa) 7-20-51

add'l ship 6-5-53
ASSIGNMENT

ASSIGNMENT HISTORY OF RICHARD WARREN SMITH

added 12-21-53 F44/10

added Feb/wing 6/5/54

701105 6 ENTERED ON

[Faint handwritten notes at the bottom of the page]

Adm'dl F.D. 12/3/54

added 11-21-55 7/98

added 11/20/56 FWH
SMITH

WASHINGTON D C ON SEPTEMBER 8, 1941

[illegible]

ENTRANCE SALARY		\$3200
SALARY CHANGES		
DATE	GRADE	SALARY
✓10-1-42	CAF-10	\$3500
✓2-1-44	CAF-11	\$3800
✓7-1-45	CAF-11	\$4300
8-13-45	CAF-11	\$4520
7-1-46	CAF-12	\$5180
7-1-46	CAF-12	\$5905.20
1-11-48	CAF-12	\$6114.60
7-11-48	CAF-12	\$6474.60
-7-24-49	CAF-12	\$6714
-10-30-49	GS 12	\$6800
-1-21-51	GS-12	\$7000
7-22-51	GS-13	\$7600
-7-8-51	GS-12	\$7640
-7-22-51	GS-13	\$8360
1-18-53	GS-13	\$8560
7-4-54	GS-14	\$9600
3-13-55	GS-14	\$10,320
1-1-56	GS-14	\$10,530

EFFICIENCY RATINGS	
1947 GOOD	EXCELLENCE
1948 VERY GOOD	
MAR 31 1949	
DEC 1 1949	EXCELLENCE

NAME

RICHARD WARREN BLAITH

DATE _____

DATE		ENTERED ON DUTY		Permanent	DATE	EFFICIENCY RATING	
7-8-40					APR 15-41	VERY GOOD	
7-8-40		POSITION Messenger					
10-16-40		Junior Clerk-Typist					
7-8-40		WHERE ASSIGNED Identification					
		ENTRANCE GRADE		ENTRANCE SALARY			
		CU-3		\$1200			
		SALARY CHANGES					
DATE	TESTS			DATE	GRADE	SALARY	
	STENOGRAPHIC	TYPING	TELETYPE				
Entrance		82 1/2		10-16-40	CAF-2	\$1440	

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 4-2-68

FROM : J. B. Adams

SUBJECT: SA RICHARD W. SMITH
Section Chief
Research-Satellite Section
Espionage-Research Branch
Domestic Intelligence Division

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

PERMANENT BRIEF

Entered on Duty	7-8-40, Messenger
Appointed Special Agent	9-8-41
Reported to Field	12-2-41
Present Grade and Salary	GS-16, \$23,778
Last Salary Change	12-31-67, Within grade increase
Age	49 (7-29-18)
Place of Birth	Lincoln, Ill.
Marital Status	Married - 2 children
Education	Bachelor of Science Degree
	Attended Law School
Member of Bar	None
Language Ability	None
1968 Annual Performance Rating	OUTSTANDING
Office of Preference since 5-67	None
Firearms Ability	Qualified
Outstanding Endorsers	Former Senator Scott W. Lucas, from Illinois.
Relatives in Bureau	None
Offices of Assignment:	
12-2-41	assigned Richmond
7-15-42	transferred Newark
4-7-45	transferred Detroit
6-14-49	transferred Domestic Intelligence Division

JA
FDH/jas (1)



RICHARD W. SMITH - 4-10-67

This employee entered on duty 7/8/40 as a Messenger in the Identification Division at the Seat of Government at Grade CU-3, \$1200 per annum. He advanced to the position of Junior Clerk-Typist at Grade CAF-2, \$1440 per annum, and his services during this time were entirely satisfactory.

At the conclusion of his training period, Mr. Clegg said he made a youthful appearance but was mature in his actions, he dressed conservatively, possessed a good personality, was enthusiastic, well poised, handled himself well during an interview, and he was average and his prospects for development were good. Although qualified in all Bureau firearms, he required special attention in the PPC.

On 12/2/41 he was assigned to Richmond. On 1/17/42 SAC Bobbitt said he had a pleasant personality, was interested in his work, performed a large amount of overtime, his reports were well written for an Agent of his experience in the field and had indicated a thoroughness in investigation and a desire to pay close attention to detail, and it was believed that with close supervision he would develop into a good Agent. On 3/31/42 SAC Bobbitt rated him as GOOD and said he had a fair knowledge of his duties, he had had some trouble organizing his reports for dictation, however, his investigations were reported well for an Agent of his experience, he lacked maturity and the knowledge necessary to properly evaluate his work and had required more than an average amount of supervision, and he had average possibilities of developing maturity and becoming a good Agent.

During an inspection of the Richmond Office in June, 1942, SAC Soucy said he had about average possibilities, he had a pleasant personality and was attractive looking, he appeared to have an average amount of intelligence, and his possibilities were about average. He made a grade of 80% on the Manual of Instructions. On 6/30/42 he was considered for reallocation, however, it was recommended that he be reconsidered at a later date.

On 7/15/42 SAC Bobbitt rated him as GOOD and said that since the submission of the last report he had continued to be diligent in his duties, he had improved his dictating ability particularly the organization of his reports for dictation, he had carried out his assignments well, his firearms ability was average and he would be used only on limited dangerous assignments, he had a pleasant personality and although he lacked the proper maturity desired of a Bureau Agent he had improved in this field, and it was believed that with continued experience he had average possibilities of developing into a good Agent. On 7/15/42 he was transferred to Newark. In August, 1942, he was considered for reallocation, however, it was recommended that no action be taken pending receipt of the report from Newark.

On 8/29/42 SAC Conroy rated him as GOOD and said his reports had been clear and concise and had reflected thorough investigations, they had required less than average supervision, he performed a good volume of work, he had the proper attitude towards his work and he could be considered average for an Agent of his length of experience. On 10/1/42 he was reallocated to Grade CAF-10, \$3500 per annum. Mr. Carson interviewed this Agent during In-Service Training School and said he presented a fairly good appearance, seemed to be sincere and interested, he was no better than average as to personality and all-round approach, seemed to be somewhat immature, and it was doubted that his progress would be very rapid although he should succeed due to his apparent interest and industry.

On 2/5/43 SAC Conroy rated him as GOOD and reported that he made a good appearance, he had a good personality and a friendly manner, he handled an average amount of work, his reports were well written and his progress had been rather steady and he would undoubtedly continue to develop. On 3/31/43 SAC McKee rated him as GOOD and said he appeared to have a good basic understanding of Bureau procedures and policies, his work had required somewhat less than average supervision, he had been successful in his contacts with outsiders and law enforcement officials, his overtime was average, and due to his marital status he was not interested in a confidential special assignment.

During an inspection of the Newark Office in April and May, 1943, Inspector Harbo said he needed attention on the rifle. During the interview he indulged in peculiar facial expressions, puckering and twisting his mouth very noticeably while pondering questions put to him, also he evidenced a tendency to pull the skin under his chin with his hand considerably during the interview, otherwise he made a good appearance and had a good personality, he seemed intelligent, alert and interested, generally gave the impression as being average, and he was rated as GOOD. He made a grade of 92% on the Manual of Instructions.

On 1/8/44 SAC McKee rated him as VERY GOOD and said he made friends easily and seemed to be well liked by his associates, his outside contacts appeared to have been good, he had applied himself well, he had conducted thorough and logical investigations and had demonstrated an ability to utilize necessary initiative and ingenuity to obtain the information desired, his reports had been well prepared and his work generally had required a minimum of supervision, he assumed responsibility, it was believed he was qualified to handle a case of a reasonably involved nature, he was considered a very good dictator, he had demonstrated that he was a creditable witness, and he might possess supervisory and administrative ability. On 2-1-44 he was reallocated to Grade CAF-11, at \$3800 per annum.

RECORD IN GRADE CAF-11, \$3800: On 3-31-44 SAC McKee rated him VERY GOOD and said he presented a very good appearance, possessed a very likeable personality, made contacts easily and seemed to be well liked by persons both within and outside the office, he appeared to possess considerable interest and enthusiasm, applied himself ^{well} and with a very adequate amount of force, he prepared his work well for dictation, enunciated clearly and dictated at an above average rate of speed, was a creditable witness, it was felt that he would function satisfactorily on a dangerous assignment, operated very satisfactorily on physical and technical surveillances, his reports were very good and required a very minimum of supervision, made contacts with law enforcement officials and other persons in good fashion, he conducted thorough, logical investigations, had ability to place ingenuity into his work, organized and carried on his duties very well, assumed responsibility well, he might possess supervisory and administrative ability, he had no desk assignment nor any other opportunity to demonstrate his capabilities in that regard.

During an inspection of the Newark Office in October, 1944 Inspector Brantley said he had a pleasing appearance, was a good conversationalist, handled many types of investigations, was alert and intelligent, and made a very good impression, had no supervisory talents, his status was rated VERY GOOD.

On 3-13-45 SAC McKee suggested that he be designated as Resident Agent at Camden, New Jersey,

however on 3-22-45 his SAC was advised that the Bureau did not approve his recommendation that this Agent be designated Resident Agent at Camden, New Jersey.

On 3-31-45, SAC McKee rated him EXCELLENT and said he made a very good appearance, had a good personality, was above average in enthusiasm, interest and tact, went about the handling of his duties with above average resourcefulness and force, was rated as very good in ability to dictate, his ability in the use of firearms was above average, could be used on dangerous assignments, was rated very good in moot court, successfully handled a number of physical surveillances, his paper work was well organized and written and required minimum supervision, he planned his work well on his own initiative, conducting thorough and logical investigations, displayed better than average investigative capabilities, his production was above average and supervision required was below average, the quality of job handled by him reflected that he possessed above average supervisory and administrative ability, his only opportunity to demonstrate aside from functioning on and setting up a technical plant in Camden, New Jersey was in connection with the handling of his individual assignments.

In his transfer efficiency report, SAC McKee said that the character and quality of his work remained constant since submission of the annual efficiency rating, for which there was no change in comment. On 4-7-45 he was transferred to Detroit.

On 6-15-45, SAC Guerin rated him VERY GOOD and advised he presented a good, clean-cut appearance, possessed a pleasing personality, met others with ease and got along well with his fellow Agents, he was enthusiastic, cooperative and was not lacking in industry, he conducted his investigations in a thorough manner, had demonstrated that he exercised common sense and good judgment in carrying out his assignments, his reports were well written and required only average supervision, was a very good dictator, his output was average but the quality of his work was slightly better than average, he was qualified in firearms and to perform dangerous assignments, he had not developed a satisfactory number of confidential informants or sources of information and should pay increased attention to this phase of the Bureau's work, however, his progress had been satisfactory.

As a result of the basic increase in pay effective 7-1-45 and a \$220 increase in salary under the provisions of the Uniform Promotion Act effective 8-13-45, his salary was increased to \$4520 per annum in Grade CAF-11.

Mr. O'Connor interviewed him during In-Service in September and October, 1945 and reported he made a good impression, seemed to be alert and enthusiastic.

During an inspection of the Detroit Office in November, 1945, Inspector Gurnea advised he presented a very good appearance, was a good conversationalist and made a very satisfactory approach, he was rated as being average or a little above average and it was believed he would continue to improve.

On 2-19-46, SAC Guerin rated him VERY GOOD and stated he presented a very good appearance, had shown enthusiasm and initiative in his work and had applied himself well, he was very cooperative and willing, his reports were well prepared, reflected very good investigative efforts and had required less than average supervision and correction, he had been assigned exclusively to assisting in the operation of the highly technical surveillance maintained by the office and had taken an interest in this work which resulted in excellent coverage and a good selection of material, his firearms record was a little better than average and he was qualified to conduct dangerous assignments, he had been effective in the handling of law enforcement officials and business contacts.

On 3/31/46 SAC Guerin rated him EXCELLENT and reported he was a good contact man, he performed an above average amount of work, his reports had been very good and required less than average supervision. He had testified in a satisfactory manner and his progress had been good.

By letter dated 5/23/46 he was advised he was being reallocated to CAF-12, \$5180, effective 7/1/46 due to the unavailability of funds for the remainder of the present fiscal year. On 7/1/46 he received a basic salary increase to \$5905.20 per annum.

RECORD IN GRADE CAF-12, \$5905.20: He attended In-Service Training from 11/18/46 to 11/29/46.

On 3/31/47 SAC O'Donnor rated him GOOD and said he had approached his work with enthusiasm and interest, he performed an average amount of work, he had had the responsibility of handling a number of confidential national defense informants, his reports had been well written and required average supervision, and his firearms record was above average.

During an inspection of the Detroit Office in July, 1947, Inspector Gurnea said he was probably a little above average.

Effective 1/11/48 he received a uniform promotion to \$6144.60 in CAF-12.

On 3/31/48 SAC O'Connor rated him VERY GOOD and said he had developed 8 sources of information and 1 confidential informant, he was an excellent surveillance man, his firearms record was above average, he was capable of organizing and initiating investigations, and he accepted and discharged responsibility with a minimum of supervision.

Effective 7/11/48 he received a basic salary increase to \$6474.60 in CAF-12.

During an inspection of the Detroit Office in November, 1948, the Inspector, SA A. J. Norstrom, said he had been assigned to Security work and was doing a fine job.

On 3/31/49 SAC O'Connor rated him EXCELLENT and reported he was conscientious, sincere and loyal to the Bureau. He was a hard worker, he performed an above average amount of work, he had been untiring in his efforts to do the best job possible in securing information and developing informants. He had assisted in an administrative capacity on Communist matters, and had ability to assume work along administrative and supervisory lines. He was available for special and general assignment at any time.

On 6/14/49 he was transferred to the Security Division.

On 7/24/49 he was afforded a uniform promotion to \$6714 in CAF-12, and on 10/30/49 he was afforded a basic salary increase to \$6800 in GS-12.

On 1/3/50 Mr. Fletcher rated him EXCELLENT and said he was a hard worker,

he had displayed an above average amount of initiative, he had applied himself assiduously to the problems occurring on his desk - soviet intelligence activities.

He attended In-Service Training from 2/20/50 to 3/3/50.

On 3/31/50 Inspector Belmont rated him EXCELLENT and said he was a hard and diligent worker, he was extremely thorough, and could be depended upon to give his best service at all times. He had demonstrated satisfactory initiative and sound good judgment, his memoranda had been entirely satisfactory, he was a competent Bureau supervisor, and was available for special and general assignment.

By letter dated 7/8/50 he was awarded the Ten-Year Service Key.

During an inspection of the Security Division in October, 1950, the Inspector, Mr. Harbo, said he had shown enthusiasm for his work, he was considered a good average supervisor but not outstanding in any way.

During October, 1950, he performed 1 hour 7 minutes of daily voluntary overtime - the office average was 1 hour 2 minutes; during November he performed 2 hours and 20 minutes - the office average was 2 hours and 15 minutes; during December he performed 2 hours and 17 minutes - the office average was 2 hours.

1/21/51 he was afforded a uniform promotion to \$7000 in GS-12.

On 3/31/51 Inspector Belmont rated him SATISFACTORY and said he was a competent Bureau Supervisor, he had a thorough knowledge of Bureau policies and procedures and the ability to apply them with sound judgment. He was a diligent, conscientious worker, who did an extremely thorough job. His attitude was excellent, he had contributed an above average volume of overtime, and he was capable and had handled the more complex investigative matters. (Upper limits).

By memorandum dated 6/27/51 Mr. Hennrich pointed out that this Agent had served as a Supervisor in the Security Division since 6/14/49, he was available for special and general assignment anywhere, he was qualified to handle the complicated investigative matters, he was in good health and was qualified to perform on any dangerous assignment, he was rated EXCELLENT on his 1949 and 1950 Annual Reports and SATISFACTORY in upper limits on his 1951 Report. His services as a supervisor had been satisfactory and it was felt he was capable of further advancement. It was recommended that he be re-allocated to GS-13 and Mr. Belmont concurred.

On 7-8-51 he received a basic salary increase to \$7640 per annum in GS-12.

On 7-22-51 he was reallocated to Grade GS-13, \$8360 per annum.

On 3-31-52 Mr. Branigan rated him SATISFACTORY and commented he was a competent and dependable supervisor, he was thoroughly experienced in security work and had a well-rounded knowledge of Bureau policies and procedures. He was intelligent and painstaking and combined these qualities with a natural enthusiasm to do a thorough and effective job. He could and did handle regularly the most complex and involved investigations, he had demonstrated his ability to analyze voluminous material and to arrive at sound conclusions, and he had a clear understanding of the objectives desired and the logical investigative steps necessary to attain them. He was rated as an excellent dictator, his correspondence was well organized, he was in good physical condition and was capable of handling dangerous assignments and those requiring strenuous physical exertion. He was steady, affable and cooperative, his attitude toward his work was excellent and he devoted an above average amount of time to his work outside the regular working hours.

His overtime for March, 1952 was 2 hours 04 minutes.

By memorandum dated 6-9-52 Mr. Belmont submitted his name in connection with the Bureau's advancement program and added his attitude toward the Bureau's work was excellent and it should be noted that he was an extremely hard worker who gave his best efforts to the work at all times. It was not believed that he was qualified at this time to handle the duties of an ASAC. In this respect, it would be noted that he was somewhat lacking in the ability to handle a large volume of work making rapid decisions. He had shown progress in his assignment and it was expected that he would continue to do so. He had indicated that he was interested in advancement as an ASAC and that he was willing to serve in any capacity designated. He stated he liked his work here and if he was not designated as an ASAC, he would prefer to remain at the Seat of Government.

His overtime for August, 1952 was 2 hours.

On 9-11-52 Mr. Branigan rated him SATISFACTORY and said he had discharged his responsibilities in a very capable manner. It was believed that he was well suited for an assignment on the Research Desk and it would be noted that he had an excellent background in espionage matters. He had indicated in his assignments in the Espionage Section an aptitude for research work.

On 1-18-53 he received a Uniform Promotion to \$8560 per annum in GS-13.

By memorandum dated 2-19-53 Mr. Belmont submitted his name in connection with personnel advancement and added he was assigned to the Research Unit and acted in the absence of the Supervisor-in-Charge. He had done well in running the Unit in the absence of the Supervisor-in-Charge and, therefore, indicated he had administrative ability. He was interested in advancement and was available for transfer, but preferred advancement at the Seat of Government. He was capable of advancement in his present position in research.

On 3-31-53 Mr. Keay rated him SATISFACTORY and commented that his duties

involved difficult and detailed research, analyses of material, and production of complete monographs which were not only used within the Bureau, but were also furnished to the highest officials of the United States Government. His specialty was research in connection with Russian activities, particularly espionage. He had a definite facility for research, had a studious approach, and a facility for organization of complex and voluminous material. During the extended absence of the Supervisor-in-Charge of the Research Unit, he had been in charge of the Unit and he had done well and had indicated executive ability in connection with running the Research Unit. He seemed to have ideas and to be able to put them into practice.

His overtime for April, 1953 was 2 hours 10 minutes.

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By letter dated 6-10-53 he was COMMEDED for the splendid job he did in the preparation of a monograph concerning certain phases of Communist Party activities. The high calibre of his work on this paper was evidence of his wide knowledge and understanding of the subject matter and of his ability to organize and clarify complex material.

By memorandum dated 11-23-53 Mr. Keay recommended that in view of the excellence of his work and inasmuch as he had been running the Central Research Unit for an extended period he be considered for reallocation to Grade GS-14. No action was taken pending receipt of new policy re: reallocation to GS-14, and in view of the Bureau's appropriation status at that time,

Memorandum from Mr. Clegg to Mr. Tolson dated 12-18-53, set forth delinquencies of Seat of Government Supervisor Smith in the handling and supervision of investigations growing out of information received from Soviet Defector [redacted] Smith was charged with a delay in opening a case regarding "Unknown Subject, Painter Who Traveled to Russia in 1928 or 1929 on Behalf of the Comintern; Internal Security-R" from 8-30-50 to 10-4-50 and the use of informant [redacted] name in title of the case when originally opened. SA Smith explained that the [redacted] information was not received by him until 9-18-50 and that he encountered subsequent delay in obtaining necessary files. He further stated that the information in question was more than 20 years old and not of such a nature as to warrant its being handled over more urgent or expedite matters. [redacted] name was used in the original title of the case in order to forestall confusion in the identification of correspondence to and from field offices and the Bureau. It was recommended and approved that no further action be taken against SA Smith.

On 3-31-54 Mr. Keay rated him SATISFACTORY and said he was assigned as a Supervisor in the Central Research Unit of the Liaison Section. His specialty was espionage and Russian research. He had been serving since January, 1953, as the Acting Supervisor-in-Charge of that Unit, which was engaged in the production of monographs on a variety of subjects relating to Russian Communist activities. He was an excellent research man. He had the requisite broad knowledge not only of Russian espionage activities, but also of Communist activities in general, to handle practically any

assignment in the Research Unit. He was capable of advancement, but his specialty was definitely research work. In a separate communication Mr. Keay recommended that he be reallocated to Grade GS-14 in view of his outstanding ability as a research man and in view of his successful service over a long period, which service was still continuing, as Acting Supervisor-in-Charge of the Central Research Unit. Mr. Belmont concurred with this recommendation.

It is noted he attended In-Service Training from 2-23-54 to 3-5-54.

In March, 1954, Mr. Keay submitted his name in connection with the Bureau's Personnel Advancement Program and added that he was interested in advancement and available for transfer but preferred advancement at the Seat of Government. He felt he could advance in his present work.

On 4-5-54 he was considered for Grade GS-14 reallocation but was passed over to be reconsidered at a later date.

On 6-24-54 Mr. Roach recommended that he be reallocated to Grade GS-14 and Mr. Belmont concurred.

On 7-4-54 he was reallocated to Grade GS-14, \$9600 per annum.

In a letter to the Director dated 7-8-54 he expressed his sincere gratitude for his promotion to Grade GS-14. Further, he assured the Director he would continue to perform his duties to the best of his ability.

Memorandum dated 11-26-54 from the Director to Mr. Boardman reflected that authority was granted Supervisor Smith to classify, declassify, upgrade and downgrade defense information as long as he served in his present capacity in the Central Research Section.

By memorandum dated 12-3-54 it was recommended and approved that he be designated as Number One Man of the Central Research Section.

By letter dated 1-28-55 he was COMMENDED for the diligent and enthusiastic manner in which he had been performing his assignments in the Central Research Section. His tireless efforts in connection with setting up the mechanics of the new Central Research Section, as well as his willingness to voluntarily perform many hours of overtime duty, were certainly indicative of his keen interest in his work and devotion to the Bureau.

By letter dated 1-31-55 to the Director, he expressed his appreciation for the letter of commendation he received on 1-28-55.

His daily overtime average for February, 1955 was 2 hours 41 minutes.

On 3-13-55 he received a Basic Increase to \$10,320 per annum in Grade GS-14.

On 3-31-55 Mr. Belmont rated him SATISFACTORY and said he was well read, studious and excellently equipped for sound research and writing, which he had been doing most successfully. While he was a recognized authority on Russian espionage and related intelligence activities, Mr. Smith was also able to do research and writing in the field of Communism. The monographs written by him were distributed to Bureau officials, all field offices and to the highest ranking officials of the United States Government. In his research and writing, he was outstanding in his thoroughness, balance, judgment and accuracy. He could and did organize large amounts of difficult material easily and quickly, which enabled him to turn out a large volume of work. He had a well developed talent for administrative detail. He was imminently practical in administrative matters. He seeks constantly to improve administration and in doing so, displayed imagination, initiative and vision. He sees and plans much beyond the immediate present. Mr. Smith handled personnel well and proportions work wisely, thereby getting it done on time. He gets results. He was interested in administrative advancement however, because of his intense conviction in the real value of research for the Bureau, he believed he could accomplish far more good by remaining in his present position at this time. He accepted any assignment given him and applied himself to it assiduously until it was finished.

His daily overtime average for March, 1955 was 2 hours 52 minutes and for April, 1955 he had 3 hours 48 minutes.

By memorandum dated 5-10-55 Mr. Sullivan submitted his name in connection with the Bureau's Personnel Advancement Program. It was noted that he was Number One Man in the Central Research Section. He was a steady, systematic and effective worker who had a fundamental grasp of both the administrative details of the Section and administrative and policy matters of the Bureau. He possessed intelligence, ability, integrity and judgment necessary for administrative advancement in the Bureau. In the light of his excellent performance in the past, there was every reason to believe that he was wholly capable of fulfilling most adequately the position of ASAC. It is to be noted, however, that Mr. Smith preferred at this time to remain in his present position at the Seat of Government because of his great interest in research work and because of his strong conviction relative to the value of research work to the Bureau in this period.

His daily overtime average for May, 1955 was 3 hours 23 minutes, June, 1955 was 3 hours 36 minutes and July, 1955 was 3 hours 17 minutes.

His daily overtime average for August, 1955 was 4 hours 3 minutes.

Memorandum dated 8-2-55 reflected that he had been trained as an Inspector's Aide and was now qualified to assist Inspectors on regular inspections.

During an Inspection of the Domestic Intelligence Division in August, 1955 Mr. Tamm said he was enthusiastic and very much interested in his work. He was thorough, logical and had an excellent knowledge of the functions of his Section. He had no problems and was available.

By letter dated 9-1-55 he was COMMENDED for the excellent work he did in the preparation of two monographs pertaining to the internal security of our country. These reports had been of material benefit to the field in the conduct of certain investigative operations and reflected they were prepared with good judgment and an intelligent approach to the problems of the field.

By letter dated 9-7-55 to the Director, he expressed his appreciation for the letter of commendation he received on 9-1-55.

His daily overtime average for September, 1955 was 5 hours 9 minutes and October, 1955 was 4 hours 59 minutes.

His daily average overtime for November, 1955, was 3 hours 21 minutes.

By letter dated 12-1-55 he was advised of the approval of a CASH AWARD for him in the amount of \$200.00, because of his splendid services in the Central Research Section. During the period from January through November of this year a remarkable increase in the volume of work handled by the section had been noted.

His daily average overtime for December, 1955, was 3 hours 19 minutes.

On 1-1-56 he received a Uniform Promotion to \$10,535 per annum in GS-14.

His daily average overtime for January, 1956, was 3 hours 5 minutes and for February, 3 hours 10 minutes.

On 3-31-56 Mr. Belmont rated him SATISFACTORY and said he had the ability to handle the most complicated of investigations and to participate in raids and dangerous assignments. He was a highly valuable employee. His judgment was sound and realistic. He definitely had superior talent in the direction of personnel, in planning, proportioning and systematizing the work of the personnel, in refining and improving administrative procedures and in giving quick attention to the most minute significant detail. He had administrative vision and confidence. His overtime was far above average as was the volume

of work produced by him. He maintained a high level of contagious enthusiasm interest and energy, which was excellent for the morale of the Section. His demonstrated record proved that he did have superior potentiality for and a keen interest in administrative work. The administrative contribution which he had made to the Section showed quite clearly that he was full capable of assuming ever greater administrative responsibilities. However, because of his great interest in the Bureau research work and his conviction as to its value and the contributions to be made, he preferred, unless the Bureau decided otherwise, to remain in his present position for the time being.

His daily average overtime for March, 1956, was 3 hours 4 minutes; for April, 3 hours 11 minutes; for May, 3 hours 2 minutes; for June, 3 hours 27 minutes; for July, 3 hours 17 minutes; for August, 3 hours 4 minutes; for September, 3 hours 27 minutes and for October, 3 hours 2 minutes; November, 3 hours 1 minute; December, 3 hours 11 minutes; January, 1957, 3 hours 40 minutes; and February, 3 hours 31 minutes.

On 3-31-57 Mr. Sullivan rated him EXCELLENT and stated that SA Smith had continued as Number One Man of the Central Research Section, and he was available for any assignment which the Bureau might give him. He did not participate in the Incentive Awards Program. He consistently displayed sound judgment in handling personnel, solving substantive problems, assigning work, drawing up programs, planning, and in executing the plans, and he had an unusual talent for handling administrative details and maintaining administrative accuracy. His loyalty to the Bureau was of the highest order. He was dedicated to his work and brought to it quite naturally an interest and an enthusiasm which was contagious and good for the morale of the Section. He was an experimental worker, and he was never satisfied until he experimented and tested different administrative procedures and found the one which was the most satisfactory and efficient. He was dynamic in his thinking and working. He showed marked vision and balance both personally and as an administrator, always moving ahead, getting things done while at the same time planning beyond the immediate time. He had rapidly found his place in the Bureau's administrative system, and he continued to develop and be of increased value to the Bureau, giving rich promise for filling with distinction administrative positions of much greater responsibility in the future. He was not utilized as an Inspector's Aide. SA Smith's record demonstrated clearly that he did have very superior administrative ability. He was interested in administrative advancement and was ready and available to accept administrative advancement under any conditions the Bureau might stipulate. Mr. Sullivan did not recommend him for advancement at that time because of his value to the Central Research Section.

His daily average overtime for March, 1957, was 3 hours 1 minute; April, 3 hours 5 minutes; and May, 3 hours.

On 6-30-57 he received a Uniform Promotion to \$10,750 per annum in Grade GS-14

His daily average overtime for June, 1957, was 3 hours 6 minutes; July, 3 hours 25 minutes; August, 1 hour 32 minutes; September, 2 hours 21 minutes; October, 3 hours 4 minutes; November, 3 hours 11 minutes; and December, 3 hours 4 minutes.

On 1-12-58 he received a Basic Increase to \$11,835 per annum in Grade GS-14.

His daily average overtime for January, 1958, was 3 hours 11 minutes.

On 2-19-58 he was COMMENDED for his highly exemplary attitude in reporting to work on 2-18-58, notwithstanding the extremely hazardous travel conditions.

His daily average overtime for February, 1958, was 3 hours 19 minutes.

On 3-31-58 Mr. Sullivan rated him EXCELLENT and stated that he continued his assignment as Number One Man in the Central Research Section, and he handled his work with confidence, enthusiasm, and diligence. (There was no question about his ability to handle the most difficult and complex investigations over which the Bureau had jurisdiction,) and he was fully capable of participating in any type of raid or dangerous assignment for which the Bureau had to assume responsibility. He possessed an excellent appearance, and his personality was very sincere, pleasant, and stable. He had been available for all assignments given to him, and he did not participate in the incentive award program. He continued to increase in value as an administrator for the Bureau, and he was extremely loyal, aggressive, imaginative, forceful, and persistent in carrying out his work. He had an analytical mind, went to the heart of a problem, and he applied himself with vigor to hard problems trying one solution and then another until he solved the problem. He was motivated by the highest of idealistic principles, he had the capacity for handling details, following up assignments and getting the most out of the personnel, and his thinking was never limited to the present time. It penetrated into the future to grapple with the planning and the execution of plans. He put heavy emphasis on accuracy and he got good results. He did not hesitate to sacrifice himself in the service of the Bureau, was always available for work evenings and week ends, worked fast and steadily and as a result of this, his production was far above average, and the quality of the work was in the same high ratio. He had a natural aptitude for research work and the administration of research work, in which he was now engaged. He gave every promise of being able to hold administrative positions of increasing responsibility. He was not utilized as an Inspector's Aide. SA Smith was definitely interested in administrative advancement, and he fully intended to pursue an administrative career in the Bureau with particular emphasis on assignment at the Seat of Government. In view of his outstanding administrative ability, he had the capacity for advancement in that direction. SA Smith was qualified and available to accept any administrative assignment under any conditions which the Bureau might stipulate. Mr. Sullivan recommended SA Smith for administrative advancement in general and for the position of ASAC in particular.) He was available for general and

special assignment.

His daily average overtime for March, 1958, was 3 hours 28 minutes; April, 3 hours 13 minutes; May, 3 hours 9 minutes; June, 3 hours 8 minutes; July, 4 hours 7 minutes, and August, 3 hours 8 minutes.

By letter dated 9-11-58 APPRECIATION was expressed for his suggestion relative to contacting the U.S. Patent Office for information regarding certain security devices. The FBI Laboratory had been contacting the U.S. Patent Office for many years for the purposes outlined in his suggestion.

During the Inspection of the Domestic Intelligence Division in August, 1958, a problem arose when Mr. Smith issued instructions, which were subsequently misinterpreted, concerning the proper use of form FD-304 which was an administrative device for the convenience of sections in periodically reviewing leave taken for illness to determine whether there had been any apparent abuse or abnormal quantity of sick leave. There were indications of gossip and distortion or misinterpretation of the instructions in connection with the surprise early morning check of space. It was concluded that Mr. Smith did not lack any qualifications or suitability for his position as Number One Man and the problems which arose were handled during the inspection.

His daily average overtime for September, 1958, was 2 hours 50 minutes; October, 3 hours 4 minutes; November, 3 hours 19 minutes.

He attended Security In-Service from 11-24-58 to 12-5-58.

On 12-28-58 he received a Uniform Promotion to \$12,075 per annum in GS-14.

His daily average overtime for December was 3 hours 14 minutes.

By letter dated 1-27-59 he was COMMENDED through Mr. W. C. Sullivan for his assistance in the analysis of the article which appeared in "The Nation."

His daily average overtime for January, 1959, was 4 hours 3 minutes; February, 3 hours 24 minutes.

On 3-31-59 Mr. Sullivan rated him EXCELLENT and said he was Number One Man of the Central Research Section. He was fully able to handle the most difficult and complex investigations over which the Bureau had jurisdiction. He had a very sound administrative point of view and was constantly probing for administrative weaknesses and often made suggestions for improving administration. He had a flare for detail and for organizing personnel and getting work done. In his administrative work he was accurate, thorough, and steady. He was willing to assume greater responsibilities and never objected to an increase in work load. He was interested in, available for and completely qualified for administrative advancement.

His daily average overtime for March was 3 hours 5 minutes.

By letter dated 4-29-59 he was thanked for his SUGGESTION regarding the usage of commendatory statements as obtained by the Bureau's offices in the field.

His daily average overtime for April was 3 hours 1 minute; May, 2 hours 44 minutes; June, 2 hours 48 minutes; July, 3 hours 5 minutes; August, 2 hours 57 minutes; September, 3 hours 10 minutes; October, 2 hours 35 minutes; November, 2 hours 57 minutes; December, 2 hours 48 minutes; January, 1960, 3 hours 15 minutes.

By memorandum dated 2-11-60 Mr. Desmond advised that he assisted in the inspection of the Crime Records Division from 1-27-60 to 2-10-60. This was his first inspection assignment and he performed as an experienced aide. He had an analytical mind and performed an exceptionally large amount of work in a highly commendable fashion. He was interested in and available for administrative advancement and definitely showed that he had an above-average ability for administrative work.

His daily average overtime for February was 2 hours 59 minutes.

On 3-31-60 Mr. Sullivan rated him EXCELLENT and said he was the Number One Man of the Central Research Section. He was capable of handling the most complicated and investigative matters for the Bureau. He demonstrated throughout the year that he was an exceptionally capable administrator. He gave unusual attention to detail; knew how to handle and direct personnel; could organize large volumes of work within a brief period of time, and had talent for planning and executing his administrative plans. In addition to his very superior administrative ability, he had very scholarly inclinations, an academic turn of mind, and when time permitted engaged in some research and writing which was always of a uniformly high quality. He had an excellent grasp of Bureau policies and procedures and kept abreast of every little change. He was a careerman in the Bureau and desired to advance steadily from one administrative position to another and he had the capacity to do so. He was interested in, available for and completely qualified for administrative advancement with outstanding qualifications.

His daily average overtime for March was 3 hours 21 minutes.

By letter dated 4-13-60 he was COMMENDED through Mr. W. C. Sullivan for his participation in the preparation of a brief concerning a matter of great interest to the Bureau in the security field.

His daily average overtime for April was 2 hours 49 minutes; May, 2 hours 49 minutes.

On 6-26-60 he received a Uniform Promotion to \$12,315 per annum in GS-14.

By memorandum dated 6-28-60 Mr. Sullivan recommended he be promoted to GS-15. This matter is presently being considered.

His daily average overtime for June was 3 hours 8 minutes.

By letter dated 7-8-60 he received the Bureau's Twenty Year Service Award Key. This award was personally presented by the Director.

On 7-10-60 he received a Basic Increase to \$13,250 per annum in GS-14.

On 7-24-60 he was promoted to Grade GS-15, \$13,730 per annum. In a separate letter SA Smith expressed his appreciation for this promotion.

His daily average overtime for July, 1960, was 2 hours 58 minutes; August, 3 hours 10 minutes; September, 2 hours 53 minutes; October 3 hours 31 minutes.

During an Inspection of the Domestic Intelligence Division in November, 1960, Inspector E. C. Williams stated SA Smith made an excellent appearance, had a straightforward, businesslike personality and a sincere, loyal attitude. He was interested in and available for administrative advancement and his potential was considered very good. He was an excellent administrator, a competent detail man who contributed considerable time to meet his responsibilities.

His daily average overtime for November, 1960, was 3 hours 7 minutes.

He was COMMENDED on 12-12-60 for the outstanding attitude he exhibited in reporting for duty that day despite the extremely hazardous travel conditions.

His daily average overtime for December, 1960, was 2 hours 29 minutes; January, 1961, 3 hours 17 minutes; February, 3 hours 6 minutes.

On 3-31-61 W. C. Sullivan rated him EXCELLENT and stated he was Number One Man of the Central Research Section. He was qualified to handle the most complicated investigative matters for the Bureau, as well as being able to participate effectively in raids and dangerous assignments. He was completely available for any assignments. He was an exceptionally capable administrator, gave unusual attention to detail and had talent for planning and executing his administrative plans. He was interested in, completely available for and considered completely qualified for administrative advancement. His qualifications in this regard were considered Outstanding.

His daily average overtime for March, 1961, was 3 hours 15 minutes; April, 2 hours 59 minutes; May, 3 hours 14 minutes.

By letter dated 6-6-61 he was DESIGNATED Section Chief of the Central Research Section, Domestic Intelligence Division.

On 6-20-61 the Director saw him. He expressed appreciation for having been designated Section Chief of the Central Research Section. He made an excellent personal appearance, seemed to be quite dedicated in the performance of his work, and Director rated him above average. Director stressed the imperative necessity for penetrative accuracy in the preparation of material emanating from that section.

His daily average overtime for June, 3 hours 20 minutes; July, 3 hours 27 minutes; August, 3 hours 59 minutes; September, 3 hours 11 minutes; October, 3 hours 26 minutes; November, 3 hours 6 minutes; December, 1961, 3 hours 58 minutes.

During an Inspection of the Domestic Intelligence Division in December, 1961, Inspector J. T. Haverty stated he presented a very good personal appearance and had a very pleasant personality. He was a very capable administrator and enjoyed the respect of his subordinates. He was a thoroughly conscientious and loyal Bureau employee. He was completely available for administrative advancement for which his potential was rated as very good.

On 1-21-62 he received a Uniform Promotion to \$14,055 per annum in GS-15.

His daily average overtime for January, 1962, 3 hours 8 minutes; February, 3 hours 11 minutes.

On 3-31-62 Inspector D. E. Moore rated him EXCELLENT and added he was Section Chief of the Central Research Section with responsibility of directing research activities in both the security and criminal fields. He was doing an excellent job, and proving himself to be a most capable administrator. He had the ability to participate in or direct the most complicated investigative matters, and was fully capable of participating in or leading dangerous assignments. He presented a most impressive personal appearance, had an exceptionally fine personality and was in all respects a most impressive Bureau representative. He was interested in, available for and considered qualified for administrative advancement. His qualifications were considered outstanding.

His daily average overtime for March, 3 hours 17 minutes; April, 3 hours 29 minutes.

He attended Specialized Security #3 In-Service Training from 5-7 to 5-18-62.

His daily average overtime for May, 2 hours 35 minutes; June, 4 hours 40 minutes.

By letter dated 7-2-62 he was COMMEDED for the superior manner in which he performed in the preparation of a document pertaining to communism.

His daily average overtime for July, 3 hours 36 minutes; August, 2 hours 43 minutes; September, 2 hours 49 minutes; October, 4 hours 41 minutes.

During an Inspection of the Domestic Intelligence Division, November, 1962, Inspector J. K. Ponder stated he had excellent background in the work of his section and was well qualified to direct its activities. He was intelligent and hard-working and had an excellent appreciation of the responsibilities of this section. He was a capable administrator and had the respect and confidence of those who worked with him.

His daily average overtime for November, 3 hours 9 minutes; December, 1962, 2 hours 45 minutes.

On 1-20-63 he received a Within-Grade Increase to \$15,525 per annum in GS-15.

His daily average overtime for January, 1963, 2 hours 46 minutes; February, 2 hours 55 minutes; March, 3 hours 6 minutes.

On 3-31-63 Inspector D. E. Moore rated him EXCELLENT and added he was Section Chief of the Central Research Section. This Section handled research activities in both the security and criminal fields and, in addition, personnel of the Section lectured on communism before many important Government and private groups. He had an outstanding background and ability in the research field and had directed the work of his section in an exceptionally fine manner. He was interested in, available for and considered qualified for administrative advancement. His qualifications were rated outstanding. In a separate memorandum it was recommended that he be afforded a Quality Within-Grade Increase.

His daily average overtime for April, 1963, was 2 hours 28 minutes.

By letter dated 5-7-63, he was given a QUALITY WITHIN-GRADE INCREASE to \$16,005 per annum effective 5-12-63. By letter dated 5-8-63, he expressed his appreciation for this increase.

His daily average overtime for May, 1963, was 2 hours 41 minutes; June, 2 hours 30 minutes; July, 2 hours 48 minutes; August, 2 hours 38 minutes; September, 2 hours 46 minutes; October, 3 hours 44 minutes; November, 2 hours 37 minutes; December, 1963, 3 hours 29 minutes.

On 1-5-64 he received a Basic Salary Increase to \$17,210 per annum in GS-15.

His daily average overtime for January, 1964, 2 hours 47 minutes; February, 3 hours 15 minutes.

On 3-31-64 he was rated EXCELLENT and comments noted until October, 1963, he served as Section Chief of the Central Research Section handling research activities in both the security and criminal fields. Since that time his responsibilities enlarged with the addition of his Section of the responsibility for the investigation of satellite espionage and intelligence activities. His fine background in security work and his over-all knowledge of intelligence activities were of great benefit to his capable direction of the expanded work in his Section. His Section continued to prepare and assist in the preparation of numerous important documents relating to communism. He was interested in, available for and considered to have outstanding qualifications for administrative advancement.

His daily average overtime for March, 3 hours 57 minutes; April, 2 hours 47 minutes; May, 2 hours 43 minutes; June, 2 hours 50 minutes.

On 7-5-64 he received a Basic Salary Increase to \$18,170 per annum in Grade GS-15.

During Domestic Intelligence Division Inspection in July, 1964, the Inspector stated he created a very favorable impression as a Bureau representative, appeared enthusiastic concerning his duties as Section Chief of the Research-Satellite Section. He had served in this division since 1949, and in view of his long attachment to research, it had required intensive effort on his part to reorient himself to the substantive operations his section acquired in reorganization, October, 1963. He fully realized the importance of giving equal attention to this and it appeared he would have no difficulty in succeeding.

His daily average overtime for July, 3 hours 33 minutes; August, 2 hours 53 minutes; September, 3 hours 5 minutes; October, 2 hours 52 minutes; November, 2 hours 33 minutes; December, 1964, 2 hours 33 minutes.

On 1-17-65 he received a Within-Grade Increase to \$18,740 per annum in Grade GS-15.

His daily average overtime for January, 1965, 3 hours 5 minutes; February, 2 hours 37 minutes.

On 3-31-65 his services were rated EXCELLENT and it was stated he had continued to serve as Section Chief of the Research-Satellite Section directing activities in research matters and concerning intelligence investigations of certain Soviet bloc countries. In the research field numerous memoranda and/or monographs dealing with security matters, intelligence operations and racial matters were prepared in his Section, and, in addition he directed intelligence investigations concerning important Soviet bloc nations and supervised the handling of extremely

sensitive defectors. Voluminous data was disseminated to the White House, Attorney General and other high Government officials from his Section. The material prepared in his Section had been excellently done, had been well received both within the Bureau and in other Government agencies where dissemination was made. Mr. Smith had shown the ability to handle and direct complicated investigative matters and required minimum supervision. He was a very articulate conversationalist, had a businesslike demeanor and made an outstanding impression as a Bureau representative. His qualifications for further administrative advancement continued to be considered Outstanding.

His daily average overtime for March, 1965 was 2 hours 43 minutes.

During an Inspection of the Domestic Intelligence Division in April, 1965, Inspector H. L. Edwards (Aide-L.L.Davidson) stated he was fully conversant with Bureau policies and practices, and completely so with those of the Division, and the Section he supervised. He exercised firm control over the activities of his Section and at the same time maintained an excellent relationship with the staff. His qualifications for administrative advancement were considered Excellent. However, in view of his experience and extensive knowledge of the highly specialized matters under his jurisdiction, Inspector believed his greatest value to the Bureau was in his present assignment. No change recommended.

His daily average overtime for April, 1965 was 2 hours 50 minutes.

EFFECTIVE 5-9-65 he received a QUALITY WITHIN-GRADE SALARY INCREASE to \$19,310 per annum in GRADE GS-15. By letter dated 5-5-65, he was advised he was receiving this Award in recognition of the excellent manner in which he had discharged his responsibilities during the past year. The Director appreciated his conscientious devotion to the work of the Bureau.

By letter 5-7-65 he expressed appreciation for the above Award. In anticipation of the Director's 42nd year as Director of the Bureau and the ever increasing responsibilities resting on his shoulders, Mr. Smith pledged his continuance in assisting him in carrying out the important work of the Bureau during the years ahead.

By personal note, dated 5-11-65, The Director thanked Mr. Smith for his expression of loyalty on the occasion of his anniversary.

On 5-18-65 he was COMMENDED, and, THROUGH HIM, the agents in the Research-Satellite Section who contributed to the efficient handling of a number of special matters of importance to the Bureau. (RE: Monograph "Communism in the Dominican Republic" and special material for White House for use of U. S. Senators.)

His daily average overtime for May, 1965 was 3 hours 22 minutes; June, 2 hours 54 minutes; July, 2 hours 35 minutes.

On 7-8-65 the Director personally presented him with his TWENTY-FIVE YEAR SERVICE AWARD KEY and letter.

His daily average overtime for August, 1965 was 2 hours 53 minutes; September, 2 hours 33 minutes; October, 2 hours 55 minutes.

On 10-10-65 he received a Basic Increase to \$20,005 per annum in GS-15.

By letter dated 10-12-65 he was COMMENDED for the excellence of his over-all supervision of the handling of a confidential source of information of great importance to the Bureau in the security field. (Re:)

By letter dated 10-27-65 he was COMMENDED, through Mr. Stephen Sziarto, along with other personnel who performed in such a fine manner in connection with the 12th Annual FBI Vesper Service held at Mount Vernon Place Methodist Church.

His daily average overtime for November, 1965 was 2 hours 38 minutes.

On 12-31-65 he was Promoted to Grade GS-16 at \$21,653 per annum. He expressed his appreciation for this in a letter to the Director.

His daily average overtime for December, 1965 was 2 hours 57 minutes.

By letter dated 1-31-66 he was COMMENDED for the outstanding attitude he exhibited in reporting for duty that day despite extremely hazardous travel conditions.

His daily average overtime for January, 1966 was 2 hours 42 minutes; February, 2 hours 48 minutes.

On 3-31-66 he was rated EXCELLENT with comments that he was Chief of the Research-Satellite Section and handled his duties in an excellent fashion. He had an outstanding knowledge of research and supervised the preparation of many documents of great value to the Bureau and also to other agencies. He was scholarly, dedicated and conscientious and the research work turned out under his supervision was outstanding. He also directed espionage and intelligence investigations, directed several important double agents and defectors-in-place and was most alert to see that the Bureau's responsibilities were fully met. He was able to handle the more complex matters and he required a minimum of supervision. He was interested in, available for and he had outstanding qualifications for future administrative advancement.

During an Inspection of the Domestic Intelligence Division, March, 1966, Mr. McHale, of the Inspection Staff, commented that he was knowledgeable regarding Bureau policies, the work of the Division, and the over-all responsibilities of the Bureau. He dressed neatly and conservatively, presented an impressive personal appearance, was fully available for and qualified for administrative advancement and he had excellent potential for same.

His daily average overtime for March, 1966 was 3 hours 15 minutes; April, 3 hours 32 minutes; May, 2 hours 47 minutes; June, 3 hours 40 minutes.

On 7-3-66 he received a Basic Increase to \$22,085 per annum in GS-16.

His daily average overtime for July, 1966 was 2 hours 59 minutes.

By letter dated 8-1-66 he was COMMENDED for his supervision from the Seat of Government of the investigation of the Internal Security case involving [redacted]. He expressed his appreciation for this recognition, in a letter to the Director.

By letter dated 8-31-66 he was COMMENDED for his valuable services relative to the preparation of comprehensive briefs on confidential matter of much interest to the Bureau. (Re: Briefs on Microphones and Wire Taps). He expressed his appreciation for his recognition, in a letter to the Director.

By letter dated 8-31-66 he was COMMENDED, through the Assistant Director, along with others, who performed such splendid work in connection with the preparation of comprehensive briefs of interest to the Bureau on a confidential matter. (Re: Briefs).

His daily average overtime for August, 1966 was 2 hours 41 minutes.

By letter dated 9-27-66 he was COMMENDED, and THROUGH HIM, personnel in the Domestic Intelligence Division, for the exemplary work done in the preparation of an important comprehensive brief. (Re: Preparation of brief for the Director's meeting with the President). He expressed appreciation for this in a letter to the Director.

His daily average overtime for September, 1966 was 3 hours 1 minute; October, 2 hours 49 minutes; November, 2 hours 45 minutes; December, 2 hours 34 minutes; January, 2 hours 57 minutes.

During an Inspection of the Domestic Intelligence Division, February, 1967, [redacted] of the Inspection Staff, commented that he was experienced in the Security field, was extremely knowledgeable of Bureau policies and he carried out his duties as Section Chief in a highly effective manner. He was cooperative, enthusiastic, displayed the qualifications for a very capable administrator and he was personable and made an excellent personal appearance. He was completely available for any assignment and he had

outstanding qualifications for administrative advancement.

His daily average overtime for February, 1967 was 3 hours 25 minutes.

On 3-31-67 he was rated EXCELLENT with comments that he handled research work of a most exacting nature, including involved intelligence, subversive and criminal matters. He had an outstanding knowledge of Bureau policies and directed his work in an exemplary fashion. He was most conscientious, alert, intelligent and he could handle the most complex matters with a minimum of supervision. He directed programs concerning the development of informants, double agents and defectors in place and was interested in, available for and he had outstanding qualifications for future administrative advancement.

His daily average overtime for March, 1967 was 2 hours 46 minutes; April, 2 hours 45 minutes; May, 2 hours 45 minutes.

He attended Espionage In-Service training from 6-26 to 7-7-67.

His daily average overtime for June, 1967, 2' 14"; July, 3' 22"; August, 2' 55"; September, 2' 54"; October, 2' 47".

On 10-8-67 he received a Basic increase to \$23,079 per annum in GS-16.

His daily average overtime for November, 1967, 2' 43"; December, 2' 51".

On 12-31-67 he received a Within grade increase to \$23,778 in GS-16.

His daily average overtime for January, 1968, 2' 49"; February, 2' 34".

On 3-31-68 he was rated OUTSTANDING.

FBI PERSONNEL STATUS FORM

TO: DIRECTOR, FBI

DATE 1/29/68

b6
b7C

MY STATUS WITH RESPECT TO THE ITEMS BELOW IS AS FOLLOWS:

(A) NAME: Richard W. Smith (B) DATE OF BIRTH: 7/29/18 (C) SOCIAL SECURITY NUMBER: 332-14-1944

(D) MARITAL STATUS: ☐ SINGLE ☒ MARRIED ☐ DIVORCED ☐ SEPARATED ☐ WIDOW ☐ WIDOWER

SPOUSE: NAME (maiden if female) [REDACTED] AGE [REDACTED]

RESIDENCE ADDRESS IF IT DIFFERS FROM YOURS: Same

PLACE OF EMPLOYMENT: [REDACTED]

E) NAMES OF YOUR IMMEDIATE RELATIVES: *(if deceased, so state) (use supplemental sheet if necessary)*

[illegible]

07 NOT RECORDED
10 FEB 9 1968

(OVER)

Zodd

(F) NAMES OF ALL RELATIVES INCLUDING THOSE BY MARRIAGE NOW OR PREVIOUSLY EMPLOYED BY THE FBI:

NAME	EXACT RELATIONSHIP	PRESENT EMPLOYEE	FORMER EMPLOYEE
None			

(G) NAMES OF ALL RELATIVES INCLUDING THOSE BY MARRIAGE NOW IN GOVERNMENT SERVICE:

NAME	EXACT RELATIONSHIP	GOVERNMENT AGENCY WHERE EMPLOYED
None		

(H) ORGANIZATIONS: ALL EMPLOYEES list all organizations to which you presently belong - do not abbreviate. ONLY SPECIAL AGENTS list former membership in Boy Scouts (indicating exact rank attained) and affiliation with fraternal, honorary or professional groups while in college. NON-AGENTS need not list former memberships at any time.

NAME	PRESENT (All Employees)	FORMER (Agents Only)	CITY AND STATE
National Geographic Society	X		Washington, D. C.
National Congress of Parents and Teachers	X		Annandale, Virginia
Boy Scouts of America (Second Class)		X	Lincoln, Illinois
Fidelity Club (FBI Group)	X		Washington, D. C.
Beta Phi Theta		X	Peoria, Illinois
Pi Kappa Delta		X	" "
Theta Alpha Phi		X	" "
FBIRA	X		Washington, D. C.
Highland Park Lodge 468 F & A.M.	X		Highland Park, Michigan

(I) CURRENT SCHOOL ATTENDANCE STATUS (NON-AGENTS only): ARE YOU ATTENDING COLLEGE, OR ANY OTHER TYPE OF SCHOOL? ☒ NO ☐ YES INDICATE NAME OF INSTITUTION AND SUBJECTS IN WHICH ENROLLED.

(J) PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME RELATIONSHIP b6
ADDRESS b7C

Richard W. Smith
(Signature)

Special Agent
(Title)

(Please type or print)

Name (As it appears on Bureau rolls) Richard W. Smith Date August 11, 1960
Check one: SA ☒ SAA ☐ Date of Birth July 29, 1918 EOD July 8, 1940

Education

Name of School	Location	Dates		Degree (Give descriptive title, i.e., BS in Civil Eng.)
		From	To	
College <u>Lincoln Junior College</u>	<u>Lincoln, Ill.</u>	<u>1936</u>	<u>1937</u>	<u>Bachelor of Science</u>
<u>Bradley University</u>	<u>Peoria, Ill.</u>	<u>1937</u>	<u>1940</u>	Major <u>Political-Social Science</u> Minor <u>Speech</u>
Graduate School <u>Georgetown Law School</u>	<u>Washington, D. C.</u>	<u>1940</u>	<u>1941</u>	Major _____ Minor _____
Miscellaneous or Special Schools (Include Vocational and Radio Schools)				
<u>None</u>				

List all college courses studied in mathematics, engineering and sciences, including chemistry, physics, biology, radio, communications, etc., regardless whether degree obtained. (Use supplemental sheet if necessary.)

Course	Hours	Course	Hours	Course	Hours	Course	Hours
<u>Biology</u>	<u>3</u>						
<u>Physics</u>	<u>3</u>						

BARS: None
Federal _____ Year _____ State _____ Year _____ CPA (State) _____ Year _____
Other _____

Foreign Language and Dialects

(Evaluate your proficiency in each phase as Excellent, Very Good, Good, Fair, or Unsatisfactory.)

Name of Language	Read	Write	Speak	Understand	Translate
<u>None</u>					

Source of Proficiency

Name of Language	Native Tongue	Bureau School	Academic	No. Yrs. Studied	Foreign Assignment	Bur. Test Taken	
						Yes	No
<u>None</u>							

If you can handle any foreign language or languages fluently with little or no hesitation, and without use of a dictionary specify same.

None
If you have had any TRAINING or EXPERIENCE in the writing field including newspaper reporting, writing for a periodical, and creative writing of any kind, set forth as follows:

Training College Courses	No. of Hours	Experience	Period of Experience
<u>None</u>			

67-NOT RECORDED
10 AUG 23 1960

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Previous Employment

Type of work and in what capacity	Proficiency	Period of Experience
No previous full time employment		
U. S. Postoffice mail sorting work	good	vacation periods 1938 and 1939
Dramatic work on radio station WMBD	good	1939-1940

Vocations and Avocations

(Give detailed information regarding any special knowledge, abilities, talents, hobbies, trades, etc., you possess, including athletics.)

Vocation or Avocation	Professional	Amateur	Proficiency	Period of Experience
Music		X	fair	10 years (current hobby)
Writing		X	good	20 years
Numismatics		X	fair	10 years

If you feel your experience in any of your previous employments, vocations or avocations is sufficient so that you could use it as a cover in an undercover assignment, identify same.

Previously used a sociological survey cover based on college work

Foreign Travel

List all foreign countries you have traveled in; in what capacity, and period there.

Canada -- one day visits for recreation

Military Training

Active duty: Branch None Dates of Service _____ Rank _____

Specialized Military Training _____

Are you interested in Foreign Assignment? ☐ Yes ☒ No Location desired _____

Typing ability 45 W.P.M. Have you passed Bureau test? ☒ Yes ☐ No

Shorthand ability No W.P.M. Have you passed Bureau test? ☐ Yes ☒ No

Name of Shorthand system you use _____

Practical Experience in Radio

(State degree of proficiency and length of time spent)

Amateur Radio None Licenses Held _____

Commercial Radio Operator _____

Radio, Television or Sound Repairman or Technician _____

Experimenter or other _____

International Morse Code: Transmit _____ W.P.M. Receive _____ W.P.M.

Technical Knowledge of any Electronic Devices _____

Miscellaneous

List any other information, qualifications and accomplishments.

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Payment Of Postage, \$300

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UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

.....
OFFICIAL BUSINESS



Richard W. Smith
New Agent's Class #4
EOD 9/8/41

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JUN 1945

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RICHARD W. SMITH

JUL 28 1949

JUL 2

21

S.A. Richard W. Smith



Richard W. Smith

JUL 1 1955

05-46

Richard W. Smith
New Agent's Class #4
EOD 9/8/41

2730

Richmond, Va.
9/41 - 1 Km

DO

Richard W. Smith
New Agent's Class #4
EOD 9/8/41

DO

JUL 17 1961

RICHARD W. SMITH



RICHARD
W.
SMITH

1952

JUN

755

Richard W. Smith
5/64

Richard W. Smith
#29
service

7-1-58 8 1/2 E

SEP 1949

95

SEP

1949

Richard W. Smith
Richard W. Smith

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

APPLICATION FOR APPOINTMENT

DIRECTOR,
FEDERAL BUREAU OF INVESTIGATION,
UNITED STATES DEPARTMENT OF JUSTICE,
WASHINGTON, D. C.

325 Seventh Street, Lincoln, Ill.

May 25, 1940

SIR:

I hereby make application for appointment to the position indicated by check mark, in the Federal Bureau of Investigation, United States Department of Justice, and for your use in this connection submit the following information:

Special Agent (Law Trained) ☐
Special Agent (Accountant) ☐
Stenographer ☐
Typist ☐
Messenger ☒
Laboratory Technician* ☐
Student Fingerprint Classifier ☐
(Indicate by check)

(This application should be typewritten if possible)

1. Name in full (please print) Smith Richard Warren
(Family name) (Given name) (Middle name)

(a) Female applicants must furnish maiden name X

2. Legal residence 325 Seventh Street, Lincoln, Illinois

3. Mail and telegraphic address Same as legal address Phone No. 929-x

4. Date of birth 7/29/1918 Weight 150 Height 5'9" Color White
(Without Shoes)

5. Place of birth Lincoln, Illinois

6. (a) Father's name Arthur C. Smith (b) Father's birthplace Warren, Rhode Island

7. (a) Mother's maiden name Lucile E. Scott (b) Mother's birthplace Atlanta, Illinois

8. If you were not born in United States, how long have you lived here? I was born in U. S.

9. Are you a citizen of the United States? Yes

10. If naturalized, date and place of naturalization X

11. Are you single, married, widowed, separated, or divorced? Single
(Specify)

12. If your husband (or wife) is employed, state where employed X

13. Number of children, if any X

14. Are you entirely dependent on your salary? Yes

15. To what extent are you financially indebted to others and to whom? No one

*Specify exact title of position sought as Laboratory Technician

See details on separate description sheets which will be furnished on request

16. Education: (Please print.)

	NAME AND LOCATION OF SCHOOL	FROM	TO	COURSES PURSUED, DIPLOMAS OR DEGREES RECEIVED
	Madison School/Lincoln, Ill.	1	5	
(a) Elementary	Central School/Lincoln, Ill.	5	9	
(b) High school equivalent	Lincoln ^{Jr. S.} Lincoln, Ill.	1934 9	1936 12	H.S. Diploma
(c) College or technical	Lincoln College/Lincoln, Ill.	1936 Fresh	1937 Soph	Pre-law
	Politechnic Inst. Bradley College/Peoria, Ill.	1937 Soph	1940 Grad	Pre-law
				B.S. Degree
(d) Miscellaneous *				

17. Give names of clubs, societies, and other similar organizations of which you are a member:

Beta Phi Theta, Social Fraternity/ Pi Kappa Delta, honorary speech and debate
fraternity/ Theta Alpha Phi, honorary dramatic fraternity

18. Have you been admitted to the Bar, if so specify ☒

19. Describe any physical defects, including extent of defective vision, if any

None

20. Health record for the past 3 years (give number of days and nature of serious illness):

Last year I was in bed with the influenza for a period of two days.
That's the only illness I've had in recent years.

* Applicants for Laboratory Technician positions should list in detail scientific courses pursued, using an insert if necessary and give title of any Master's or Doctor's Thesis prepared.

21. Experience: (Please print.)

NAME AND ADDRESS OF EMPLOYER	POSITION AND KIND OF WORK	FROM-	TO-	ANNUAL SALARY
<i>Del. St. News, News Service, Del.</i> Name Highway Division ✓ Address State of Illinois ✓	Laborer	summer (July (38))	1937, 1938 & 1939 Sept (38)	50¢ #hour
Name Sears & Roebuck & Co. ✓ Address Lincoln, Illinois ✓ Name Postoffice ✓	Clerk	Xmas. rush	in Dec. 1938	25¢ #hour
Address Lincoln, Illinois ✓ Name Postoffice ✓	Clerk	Xmas. rush	also Dec. (38)	45¢ #hour
Address Lincoln, Illinois ✓	Clerk	Xmas. rush	in Dec. 1939	45¢ #hour
Name				
Address				
Name				
Address				
Name				
Address				
Name				
Address				
Name				
Address				

22. Specify any arrests (include traffic arrests)

None

Formerly received: 1787 Fredonia, Peoria, Ill.

23. Have you ever been a defendant in any court action?

No

Specify:

24. Give five personal references (not relatives, former employers, fellow employees, or school teachers), more than 30 years of age, who are householders or property owners, business or professional men or women (including your family physician, if you have one) of good standing in the community, and who have known you well during the past 5 or more years. (Please print.)

NAME	RESIDENCE ADDRESS	NUMBER OF YEARS ACQUAINTED	BUSINESS ADDRESS
<i>Chicago</i> 1. George W. Kimball ✓	Box 187, Flossmoor, Ill. ✓	20	Office of Kiwanis International, Chicago, Ill. Logan County Courthouse
2. Judge L. B. Stringer ✓	926 N. Union, Lincoln, Ill. ✓	5	Lincoln, Illinois Independent Oil Company
3. W. E. Beach ✓	236 Eighth, Lincoln, Ill. ✓	20	Lincoln, Illinois Logan County Courthouse
4. Virgil Bitterman ✓	626 S. State, Lincoln, Ill. ✓	5	Lincoln, Illinois Telephone Company
5. Edwin Wheelwright ✓	317 Pekin, Lincoln, Ill. ✓	10	Lincoln, Illinois

*Dr. Clara Kaefting, Bradley, Peoria, Ill.
St. C. Hanley, Peoria, Ill.
Robert & Davis, Peoria, Ill.*

25. List the names of any relatives now in the Government service, with the degree of relationship, and where employed:

DC? - Lieutenant Paddicord was located at Fort Monroe, Virginia. However, recently he has been transferred to Porto Rico. He is a first cousin by marriage.

Yves - Mrs. Arthur C. Smith, mother, *of the Assistance Sec. of the Lincoln*
26. What is the lowest entrance salary you will accept? Any livable wage.

27. Are you in a position to accept probationary employment at any time, without previous notice, and, if notice is required, how much? Yes, I am prepared at any time.

28. In the event of appointment will you be willing to proceed to Washington, D.C., upon 10 days' notice and at your own expense? Yes.



ling and prepared to accept assignment or transfer to any part of the required, for either temporary or permanent duration? Yes

photograph not larger than 3 by 4 inches. Write your name plainly graph to be taken not more than 30 days prior to date of application.

Respectfully,

Richard W. Smith
(Signature of applicant as usually written)

NOTE.—If the applicant desires to make any further remarks or statements concerning his qualifications or in answer to any question contained in the application, the same should be made on a separate sheet of paper, numbering the remarks in accordance with the original questions.

NOTE.—The following jurat must be subscribed to by all applicants for positions in the Federal Bureau of Investigation, U.S. Department of Justice.

Subscribed and duly sworn to before me by the above-named applicant, this *25th* day of *May*, 19*40*, at city (or town) of *Lincoln*, county of *Logan*, and State (or Territory or District) of *Illinois*

[OFFICIAL IMPRESSION SEAL]

Anna Tieber
(Signature of officer)
Notary Public
(Official title)

REPORT OF MEDICAL EXAMINATION

88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME SMITH, RICHARD WARREN		4. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NO. 110	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 9/20/65	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	
11. ORGANIZATION UNIT		12. DATE OF BIRTH 7/29/18		13. PLACE OF BIRTH ILLINOIS	
14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NVMC		16. OTHER INFORMATION	
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS	

CLINICAL EVALUATION	
NOR-MAL	ABNOR-MAL
18. HEAD, FACE, NECK, AND SCALP	
19. NOSE	
20. SINUSES	
21. MOUTH AND THROAT	
22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
23. DRUMS (Perforation)	
24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
25. OPHTHALMOSCOPIC	
26. PUPILS (Equality and reaction)	
27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
28. LUNGS AND CHEST (Include breasts)	
29. HEART (Thrust, size, rhythm, sounds)	
30. VASCULAR SYSTEM (Varicosities, etc.)	
31. ABDOMEN AND VISCERA (Include hernia)	
32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate, if indicated)	
33. ENDOCRINE SYSTEM	
34. G-U SYSTEM	
35. UPPER EXTREMITIES (Strength, range of motion)	
36. FEET	
37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
38. SPINE, OTHER MUSCULOSKELETAL	
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
40. SKIN, LYMPHATICS	
41. NEUROLOGIC (Equilibrium tests under item 78)	
42. PSYCHIATRIC (Specify any personality deviation)	
43. PELVIC (Females only) (Check how done) ☐ VAGINAL ☐ RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

REC-142 67-144950-223
38

ENCLOSURE

3/Jan

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O—Restorable teeth +—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments																Type 3 Class No defects noted	
R	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L	
I	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	F
T																	

LABORATORY FINDINGS		46. CHEST X-RAY (Place, date, film number and result)	
45. URINALYSIS: A. SPECIFIC GRAVITY 1.022	B. ALBUMIN NEG	C. SUGAR NEG	D. MICROSCOPIC Ess. Neg
47. SEROLOGY (Specify test and result) 1 OCT 29 1965 Neg		48. EKG WNL	49. BLOOD TYPE AND RH FACTOR 21162-65 - Normal
50. OTHER TESTS			

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 5'9"	52. WEIGHT 156	53. COLOR HAIR Gray	54. COLOR EYES Blue	55. BUILD: (Check one) ☒ SLENDER ☐ MEDIUM ☐ HEAVY ☐ OBESE	56. TEMPERATURE																											
57. BLOOD PRESSURE (Arm at heart level)			58. PULSE (Arm at heart level)																													
A. SITTING SYS. 144 DIA. 92	B. RECUMBENT SYS. DIA.	C. STANDING (3 min.) SYS. DIA.	A. SITTING 68	B. AFTER EXERCISE	C. 2 MIN. AFTER																											
59. DISTANT VISION			60. REFRACTION																													
RIGHT 20/ 70	CORR. TO 20/ 20	BY lens	S.	CX	61. NEAR VISION																											
LEFT 20/ 100	CORR. TO 20/ 20	BY lens	S.	CX	24 to 6 CORR. TO BY																											
62. METEOPHORIA (Specify distance)																																
ES°	EX°	R. M.	L. M.	PRISM DIV.	PRISM CONV. CT																											
63. ACCOMMODATION			64. COLOR VISION (Test used and result)																													
RIGHT	LEFT	1940 AOC 15/15																														
66. FIELD OF VISION			65. DEPTH PERCEPTION (Test used and score)																													
67. NIGHT VISION (Test used and score)			68. RED LENS TEST																													
70. HEARING			72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																													
RIGHT WV 15 /15 SV 15 /15	71. AUDIOMETER																															
LEFT WV 15 /15 SV 15 /15	<table border="1"> <tr> <td></td> <td>250 850</td> <td>500 812</td> <td>1000 1084</td> <td>2000 2045</td> <td>3000 3898</td> <td>4000 4098</td> <td>6000 6144</td> <td>8000 8199</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						250 850	500 812	1000 1084	2000 2045	3000 3898	4000 4098	6000 6144	8000 8199	RIGHT									LEFT								
	250 850	500 812	1000 1084	2000 2045	3000 3898	4000 4098	6000 6144	8000 8199																								
RIGHT																																
LEFT																																
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINED (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

FBI

1. LAST NAME—FIRST NAME—MIDDLE NAME SMITH, RICHARD WARREN		2. GRADE AND COMPONENT OR POSITION Special Agent	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 3809 Terrace Drive, Annandale, Va.		5. PURPOSE OF EXAMINATION Annual	6. DATE OF EXAMINATION 9/20/65
7. SEX M	8. RACE	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH 7/29/18	
13. PLACE OF BIRTH Illinois		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS		16. OTHER INFORMATION	

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER			Cancer	81		☒	HAD TUBERCULOSIS	
MOTHER	70	Fair				☒	HAD SYPHILIS	
SPOUSE	45	Excellent				☒	HAD DIABETES	
BROTHERS AND SISTERS					☒	☒	HAD CANCER	Father
					☒	☒	HAD KIDNEY TROUBLE	
					☒	☒	HAD HEART TROUBLE	Father
					☒	☒	HAD STOMACH TROUBLE	
CHILDREN					☒	☒	HAD RHEUMATISM (Arthritis)	
					☒	☒	HAD ASTHMA, HAY FEVER, MIVES	
					☒	☒	HAD EPILEPSY (Fits)	
					☒	☒	COMMITTED SUICIDE	
					☒	☒	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
☒		SCARLET FEVER, ERYSIPELAS	☒		GOITER	☒		TUMOR, GROWTH, CYST, CANCER	☒		"TRICK" OR LOCKED KNEE
☒		DIPHTHERIA	☒		TUBERCULOSIS	☒		RUPTURE	☒		FOOT TROUBLE
☒		RHEUMATIC FEVER	☒		SOAKING SWEATS (Night sweats)	☒		APPENDICITIS	☒		NEURITIS
☒		SWOLLEN OR PAINFUL JOINTS	☒		ASTHMA	☒		PILES OR RECTAL DISEASE	☒		PARALYSIS (Inc. infantile)
☒		MUMPS	☒		SHORTNESS OF BREATH	☒		FREQUENT OR PAINFUL URINATION	☒		EPILEPSY OR FITS
☒		WHOOPING COUGH	☒		PAIN OR PRESSURE IN CHEST	☒		KIDNEY STONE OR BLOOD IN URINE	☒		CAR, TRAIN, SEA, OR AIR SICKNESS
☒		FREQUENT OR SEVERE HEADACHE	☒		CHRONIC COUGH	☒		SUGAR OR ALBUMIN IN URINE	☒		FREQUENT TROUBLE SLEEPING
☒		DIZZINESS OR FAINTING SPELLS	☒		PALPITATION OR POUNDING HEART	☒		BOILS	☒		FREQUENT OR TERRIFYING NIGHTMARES
☒		EYE TROUBLE	☒		HIGH OR LOW BLOOD PRESSURE	☒		VENEREAL DISEASE	☒		DEPRESSION OR EXCESSIVE WORRY
☒		EAR, NOSE OR THROAT TROUBLE	☒		CRAMPS IN YOUR LEGS	☒		RECENT GAIN OR LOSS OF WEIGHT	☒		LOSS OF MEMORY OR AMNESIA
☒		RUNNING EARS	☒		FREQUENT INDIGESTION	☒		ARTHRITIS OR RHEUMATISM	☒		BED WETTING
☒		CHRONIC OR FREQUENT COLDS	☒		STOMACH, LIVER OR INTESTINAL TROUBLE	☒		BONE, JOINT, OR OTHER DEFORMITY	☒		NERVOUS TROUBLE OF ANY SORT
☒		SEVERE TOOTH OR GUM TROUBLE	☒		GALL BLADDER TROUBLE OR GALL STONES	☒		LAMENESS	☒		ANY DRUG OR NARCOTIC HABIT
☒		SINUSITIS	☒		JAUNDICE	☒		LOSS OF ARM, LEG, FINGER, OR TOE	☒		EXCESSIVE DRINKING HABIT
☒		HAY FEVER	☒		ANY REACTION TO SERUM, DRUG OR MEDICINE	☒		PAINFUL OR "TRICK" SHOULDER OR ELBOW	☒		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

☒	WORN GLASSES	☒	ATTEMPTED SUICIDE
☒	WORN AN ARTIFICIAL EYE	☒	BEEN A SLEEP WALKER
☒	WORN HEARING AIDS	☒	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
☒	STUTTERED OR STAMMERED	☒	COUGHED UP BLOOD
☒	WORN A BRACE OR BACK SUPPORT	☒	BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION

22. FEMALES ONLY: A. HAVE YOU EVER—

☐	BEEN PREGNANT
☐	HAD A VAGINAL DISCHARGE
☐	BEEN TREATED FOR A FEMALE DISORDER
☐	HAD PAINFUL MENSTRUATION
☐	HAD IRREGULAR MENSTRUATION

B. COMPLETE THE FOLLOWING.

AGE AT ONSET OF MENSTRUATION
INTERVAL BETWEEN PERIODS
DURATION OF PERIODS
DATE OF LAST PERIOD
QUANTITY: ☐ NORMAL ☐ EXCESSIVE ☐ SCANTY

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS

25. WHAT IS YOUR USUAL OCCUPATION?

26. ARE YOU (Check one)

☐ RIGHT HANDED ☐ LEFT HANDED

67-144950-223

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	X	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	X	B. INABILITY TO PERFORM CERTAIN MOTIONS
	X	C. INABILITY TO ASSUME CERTAIN POSITIONS
	X	D. OTHER MEDICAL REASONS (If yes, give reasons)
	X	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	X	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	X	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	X	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
X		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	X	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
X		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
X		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
X		36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	X	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	X	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	X	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Appendectomy - Age 29

Pneumonia - prior to school age
also in past have had grippe and virus infections.

Dr. Claude Cooper - Annandale, Va.
Grippe, Kidney stone, finger laceration
Dr. Robert Walp Eye St. Washington, D.C.
Planters warts on foot

Dr. Cesare Lucciolli - Annandale, Va.
Sinus trouble

Intestinal upset

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

Richard Warren Smith

Richard W. Smith

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 30 thru 39)

32. NCD

34. UCHD

35. Isolated Kidney Stone Episode 1963 - no sequelae
Otherwise NCD -

20. Occasional diarrhea -
UCHD

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

DATE

SIGNATURE

NUMBER OF ATTACHED SHEETS

9-20-65

Richard W. Smith

Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner

Name of Examinee
(Type or print)

SMITH
Last

RICHARD
First

WARREN
Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☒ Yes ☐ No

If recommendation is based on a factor other than above standard, indicate basis _____

(Rev. Smith)
(advised 10/19/65 by Jaszyn)
57-1411

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☒ medium ☐ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

Richard A. Peltan
 (Signature of Medical Examiner)

9-20-65
 (Date)

October 27, 1965

Mr. Stephen Sziarto
Federal Bureau of Investigation
Washington, D. C.

Richard W. Smith

Dear Mr. Sziarto:

I am pleased to commend you and, through you, the personnel who performed in such a fine manner in connection with the 12th Annual FBI Vesper Service held at Mount Vernon Place Methodist Church.

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b7C

It was readily apparent that much thought and enthusiasm went into the planning, and all who participated can take justifiable pride in the results of their efforts. I appreciate the splendid direction you gave to this project and I want you to express my congratulations to all who assisted you.

Sincerely yours,

1 - WFO (Personal Attention)

Copy of this letter being placed in files of appropriate personnel.

1 - Mr. Gale (Personal Attention) For your information.

Copy of this letter being placed in files of appropriate personnel.

1 - [] (Sent Direct)

KEC

(15)

67-436158

Based on memo Cleveland-Gale 10/25/65 re: 12th Annual FBI Vesper Service, Mount Vernon Place Methodist Church 10/25/65.

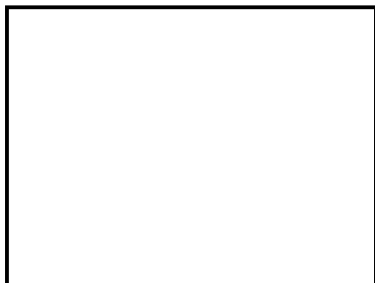
DUPLICATE YELLOW

67

Copies prepared and attached for placing in files of: OVER

67-NOT RECORDED
1 UV 2 1965

Letter to Mr. Stephen Szlaro
FBI, Washington, D. C.



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b7C

✓ Richard W. Smith



UNITED STATES GOVERNMENT

Memorandum

TO : MR. MOHR

DATE: 12/16/65

FROM : W. S. HYDE *SH*

SUBJECT: SA RICHARD W. SMITH
Section Chief, Research-Satellite Section
Domestic Intelligence Division
EOD 9/8/41, GS-15, \$20,005

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Holmes _____
Gandy _____

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b7c

The purpose of this memo is to recommend SA Richard W. Smith, Section Chief, Research-Satellite Section, Domestic Intelligence Division, be reallocated from GS-15 to GS-16 effective 12/31/65. There will be 3 super grade vacancies as of 12/31/65.

SA Richard W. Smith entered on duty as a Special Agent 9/8/41, is in GS-15, \$20,005, 47 years old, married with two children, has a B.S. degree, attended law school and was born in Lincoln, Illinois. Smith has been assigned to the Domestic Intelligence Division since 6/14/49 and commenced serving as Section Chief of the Central Research Section on 6/6/61. He continued to serve as Section Chief when it was re-formed to become the Research-Satellite Section. This Section consists of 16 agents, including SA Smith, and he has effectively directed its activities in research matters and intelligence investigations concerning certain of the Soviet Bloc countries. Smith was rated Excellent in his latest annual performance rating, 3/31/65, with comments he has shown the ability to handle and direct complicated investigative matters, has made an outstanding impression as a Bureau representative and has insured that the material prepared in his Section has been excellently done. In the most recent inspection of the Domestic Intelligence Division in April 1965, the Inspector commented Smith exercised firm control over the activities of his Section and he possessed excellent qualifications for further advancement. Smith has not been censured since serving as Section Chief and has been commended on four occasions, the latest on 10/27/65. Smith also received Quality Within Grade Increases effective 5/9/65 and 5/7/63 in recognition of the excellent manner in which he discharged his responsibilities during the previous years. He was last seen by the Director on 7/8/65 when the Director presented Smith with his 25-year Service Award key and letter. The Director made no personal comments. The Director also saw Smith on 6/20/61. The Director stated Smith made an excellent personal appearance, seemed to be quite dedicated in the performance of his work and the Director rated him above average. Smith's weight and overtime are satisfactory.

RECOMMENDATION:

That SA Richard W. Smith, Section Chief, Research-Satellite Section, Domestic Intelligence Division, be promoted from GS-15 to GS-16 effective 12/31/65.

BRIEF ATTACHED
WSH:lae(2)

144-930-224
12-16-65
16

REC-142

3

December 17, 1965

PERSONAL

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Smith:

I am indeed pleased to advise you of your promotion to \$21,653 per annum in Grade GS 13, as Supervisory Special Agent (Chief of the Research-Satellite Section), effective December 31, 1965.

This promotion is temporary and will remain in effect only for the duration of your present assignment.

Sincerely yours,

J. Edgar Hoover

1 - Mr. DeLoach (PERSONAL ATTENTION)

1 - Mr. Sullivan (PERSONAL ATTENTION)

1 - [redacted]

1 - Movement

1 - [redacted]

1 - [redacted]
tam
(7)

DEC 17 1 57 PM '65
REC'D-READING ROOM
FBI

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MAILED 6
DEC 17 1965
COMM-FBI

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Holmes _____
Gandy _____

DEC 23 1965

MAIL ROOM ☐ TELETYPE UNIT ☐

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Mr. Tolson	_____
Mr. DeLoach	_____
Mr. Mohr	_____
Mr. Casper	_____
Mr. Callahan	_____
Mr. Conrad	_____
Mr. Felt	_____
Mr. Gale	_____
Mr. Rosen	_____
Mr. Sullivan	_____
Mr. Tavel	_____
Mr. Trotter	_____
Mr. Wick	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

December 21, 1965

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Your letter of December 17, 1965, which advised of my promotion to Grade GS-16 has been received. I want to convey to you my sincere appreciation for your consideration in granting this salary increase.

I am mindful of the heavy burden of responsibilities which, through the years, you have shouldered so skillfully. It is important that personnel of the Bureau concentrate on assisting you in your vital tasks. I certainly will continue to carry out my duties to the best of my ability.

There is a great deal of satisfaction in being associated with the work of the FBI and its fine personnel. I hope that I can make a worthy contribution in the years to come to this great organization.

Sincerely,

Richard W. Smith

Richard W. Smith
Special Agent

REC'D - CIVIL RIGHTS

DEC 25 5 07 PM '65

REC-13Z

67-144950-225	
Searched	Numbered
9 DEC 27 1965 37	

3/70

7 DEC 29 1965

EXP. PROC.

DEC 22 1965

39

NOTIFICATION OF PERSONNEL ACTION

5 PART
50-124-04

(FOR AGENCY USE)

1. NAME (CAPS) LAST-FIRST-MIDDLE SMITH, RICHARD W.		MR.-MISS-MRS. (MR.)	2. (FOR AGENCY USE)	3. BIRTH DATE (Mo., Day, Year) 7-29-18	4. SOCIAL SECURITY NO. 332-14-1994
5. VETERAN PREFERENCE 1 1-NO 3-10 PT. DISAB. 5-10 PT. OTHER 2-5 PT. 4-10 PT. COMP.			6. TENURE GROUP	7. SERVICE COMP. DATE	8. PHYSICAL HANDICAP CODE
9. FEGLI 1-COVERED 2-INELIGIBLE 3-WAIVED			10. RETIREMENT 1-CS 3-FS 5-OTHER 2-FICA 4-NONE		11. (FOR CSC USE)
12. CODE NATURE OF ACTION PROMOTION			13. EFFECTIVE DATE (Mo., Day, Year) 12-31-65		14. CIVIL SERVICE OR OTHER LEGAL AUTHORITY EXCEPTED BY LAW
15. FROM: POSITION TITLE AND NUMBER Supervisory Special Agent (Chief of Central Research Section) 61-F-114 160			16. PAY PLAN AND OCCUPATION CODE GS Series 1811		17. (a) GRADE OR LEVEL (b) STEP OR RATE 15 6
					18. SALARY \$20,005 pa
19. NAME AND LOCATION OF EMPLOYING OFFICE					

20. TO: POSITION TITLE AND NUMBER Supervisory Special Agent (Chief of the Research-Satellite Section) 160		21. PAY PLAN AND OCCUPATION CODE GS	22. (a) GRADE OR LEVEL (b) STEP OR RATE 16 4	23. SALARY \$21,653 pa
24. NAME AND LOCATION OF EMPLOYING OFFICE				

25. DUTY STATION (City-county-State)			26. LOCATION CODE	
27. APPROPRIATION S. & E., FBI		28. POSITION OCCUPIED 1-COMPETITIVE SERVICE 2 2-EXCEPTED SERVICE	29. APPORTIONED POSITION FROM: TO: STATE 1-PROVED-1 2-WAIVED-2	

30. REMARKS: ☐ A. SUBJECT TO COMPLETION OF 1 YEAR PROBATIONARY (OR TRIAL) PERIOD COMMENCING ☐ B. SERVICE COUNTING TOWARD CAREER (OR PERMANENT) TENURE FROM: ☐ C. DURING PROBATION ☐ D. FROM APPOINTMENT OF 6 MONTHS OR LESS

SEPARATIONS: SHOW REASONS BELOW, AS REQUIRED. CHECK IF APPLICABLE:

Basis for this position is Section 505(e) of the Classification Act of 1949 as amended.

This promotion is temporary and will remain in effect only for the duration of present assignment.

31. DATE OF APPOINTMENT AFFIDAVIT (Accessions only)		34. SIGNATURE (Or other authentication) AND TITLE J. E. Hoover Director	
32. OFFICE MAINTAINING PERSONNEL FOLDER (If different from employing office)		35. DATE 12-21-65	
33. CODE DJ 02	EMPLOYING DEPARTMENT OR AGENCY FEDERAL BUREAU OF INVESTIGATION WASHINGTON, D.C. 20535		

4. PERSONNEL FOLDER COPY

January 31, 1966

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Smith:

It is a pleasure to commend you for the outstanding attitude you exhibited in reporting for duty today despite extremely hazardous travel conditions.

You demonstrated a sincere devotion to duty in considering your services so essential that in spite of an announcement that all Federal Government agencies would be closed you reported for duty. I do not want the opportunity to pass without advising you of my appreciation and that I have instructed that a copy of this letter be placed in your personnel file.

Sincerely yours,

J. Edgar Hoover

25
67-NOV 11 1966
RECORDED



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	12/21/65	Domestic Intelligence Div.

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship	b6 b7C
Address		
Name (contingent beneficiary, if desired; use given first name if female)	Relationship	
(Equal)		
Address		

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Very truly yours,

Payment Received
Special Agents Insurance Fund

/ JAN 6 1966

J. Edgar Hoover, Director

Richard W. Smith
Special Agent

3-ecd

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

1/21/66

I certify that I have ☒ received ☐ returned the following Government property for official use:

Two Keys to FBI Space, 9th & D., N. W. ✓

(1 Elevator Key and 1 Door Key)

One key to front door, 9th & D Building. ✓

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

(Typed name)

Richard W. Smith

Richard W. Smith

APR 1 1966

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

b6
b7CName of Employee: RICHARD W. SMITH

Where Assigned: DOMESTIC INTELLIGENCE RESEARCH-SATELLITE SECTION
(Division) (Section, Unit)
Official Position Title and Grade: SUPERVISORY SPECIAL AGENT, GS-16
SECTION CHIEF, RESEARCH-SATELLITE

Rating Period: from 4-1-65 to 3-31-66

ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
InitialsMS

Rated by:

Signature

Ronald E. Moore INSPECTOR

Title

3-31-66

Date

Reviewed by:

Signature

William J. Sullivan ASSISTANT DIRECTOR

Title

4-1-66

Date

Rating Approved by:

Signature

W. P. Callahan Assistant Director

Title

APR 7 1966

Date

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative☐ 60-Day☐ 90-Day☐ Transfer☐ Separation from Service☐ Special

REC-131

67-144950-226

Searched ☐ Indexed ☐ Serialized ☐ Filed ☐

APR 7 1966

Special Agent in Charge

6 APR 12 1966

95

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee RICHARD W. SMITH Title SUPERVISORY SPECIAL AGENT, GS-16
Section Chief

Rating Period: from 4-1-65 to 3-31-66

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining objective ratings:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>+</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>+</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>+</u> (a) Investigative reports <u>+</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>0</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>+</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>E</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>E</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>+</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>+</u> (a) Internal security cases <u>+</u> (b) Criminal or general investigative cases <u>+</u> (c) Fugitive cases <u>+</u> (d) Applicant cases <u>+</u> (e) Accounting cases | |
| <u>0</u> (15) Physical surveillance ability. | |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Research Administrator

- C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? NO 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? NO (If answer to either question is "yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
(b) Is physically fit to drive. (c) Past safe-driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS RWS

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Smith dresses immaculately, is an excellent conversationalist, and presents a most impressive personal appearance. He has a friendly businesslike manner and makes an outstanding impression as a representative of the Bureau.
2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS: Mr. Smith is fully capable of participating in raids and dangerous assignments although he has not been called on to do so during this rating period.
3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION: There are no limitations on Mr. Smith's availability and there are no physical limitations which would affect his performance and he can be counted on to handle any assignment given him.
4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED: Mr. Smith has been Chief of the Research-Satellite Section during the entire rating period and has handled his duties in an excellent fashion. He has an outstanding knowledge of research and has supervised the preparation of many documents of great value to the Bureau and also to other agencies. On many occasions he has personally prepared or participated in the preparation of such documents. He is scholarly, dedicated and conscientious and the research work turned out under his supervision is outstanding. Mr. Smith also has directed espionage and intelligence investigations concerning satellite countries, has had over-all supervision of many important intelligence investigations, and has closely followed to see they are fruitful. Several important double agents and defectors-in-place have been directed by Mr. Smith's Section and he has personally followed these important matters and has been most alert to see that the Bureau's responsibilities are fully met. Mr. Smith is a most capable writer, sees that material is properly disseminated to interested agencies and that it is in a form to do credit to the Bureau. He has participated in discussions with officials of other agencies and representatives of foreign intelligence services and has been very effective in such contacts. He has shown the ability to handle and direct complicated investigative matters and requires a minimum of supervision.

Rus

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: By letter 5-18-65 he was commended for the efficient handling of a number of special matters of importance to the Bureau. On 10-12-65 he was commended by the Director for the excellence of his over-all supervision of the handling of a confidential source of great importance (continued 2A)
6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

NA

7. PARTICIPATION IN INFORMANT PROGRAMS: Mr. Smith has directed the development of informants, double agents and defectors-in-place in an efficient manner.

8. TESTIFYING EXPERIENCE AND ABILITY:

NA

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

NA

11. RESIDENT AGENTS:

NA

5. (continued)

to the Bureau. On 10-27-65 he was among a group of Bureau personnel commended for their fine work in connection with the 12th Annual FBI Vesper Service. On 1-31-66 he was commended for the outstanding attitude exhibited in reporting for duty despite hazardous travel conditions.

pus

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

13. FOREIGN LANGUAGE ABILITY:

Language in which proficient NA

Completed language school ☐ Yes ☐ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

<u>Language</u>	<u>Read</u>	<u>Write</u>	<u>Speak</u>	<u>Understand</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

- (a) Agent is interested in administrative advancement. ☒ Yes ☐ No
- (b) Agent is completely available for administrative advancement. ☒ Yes ☐ No
- (c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No
- (d) If answer to (c) is "Yes," Agent's qualifications considered ☐ very good ☐ excellent ☒ outstanding
- (e) If answer to (c) is "No," Agent considered to have potential for future administrative advancement. (If applicable, explanatory comments required.) ☐ Yes ☐ No

Name: Richard W. Smith

Title: Section Chief
Research-Satellite
Section

EOD: 7-8-40

Grade: GS-16 \$21,653

Nonveteran

ASSISTANT DIRECTOR *SMITH*

Mr. Smith is Chief of the Research-Satellite Section and is a thoroughly experienced Section Chief, having first assumed these duties 6-6-61. Mr. Smith has an outstanding knowledge of research work and many excellent documents have been prepared under his supervision. He is also very knowledgeable concerning satellite espionage, counterespionage and intelligence activities and under his direction many important cases and defectors-in-place have been effectively handled. He is a dedicated and dependable Bureau administrator, presents an excellent personal appearance and represents the Bureau most capably in his contacts with officials of other Government agencies and officials of foreign intelligence services. Since the last performance rating, Mr. Smith has been commended by the Director on four occasions (5-18-65, 10-12-65, 10-27-65 and 1-31-66) for his dedication to his work, excellent supervision, his enthusiasm and planning, and his outstanding attitude.

Rating: Excellent

59
DOMESTIC INTELLIGENCE DIVISION INSPECTION
3/31/66
DEPT. NOT RECORDED
9 MAY 26 1966

Hm
H. J. MORGAN, INSPECTION STAFF: SA Smith has been assigned to the Domestic Intelligence Division since 6/14/49 and has been chief of the Research-Satellite Section since 6/6/61. As a result of his vast experience as a Seat of Government supervisor, Number One Man, and Section Chief, he is knowledgeable regarding current policies and practices, the work of the Division, and the over-all responsibilities of the Bureau.

Mr. Sullivan's comments concerning SA Smith's "outstanding attitude" appear to be well taken, as does the descriptive rating of "excellent" which Mr. Sullivan gave him. Since the last inspection, SA Smith has been commended by the Director on four occasions and has been promoted from GS-15 to GS-16. His weight and overtime are both satisfactory.

Always neatly and conservatively dressed, SA Smith presents an impressive personal appearance. He is fully available for any assignment and is qualified for and has excellent potential for administrative advancement.

7

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

February 8, 1966

I certify that I have ~~received~~ the following Government property for official use:
returned

Master key to the Riddell Building ✓✓

FILE

3/1/66

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

Richard W. Smith

(Type name)

Richard W. Smith

67-NOT

7 MAR 4 1966

39

August 1, 1966

PERSONAL

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

b6
b7C

Dear Mr. Smith:

Your supervision from the Seat of Government of the investigation of the Internal Security case involving [redacted] was exemplary and I am pleased to commend you.

AUG 1 12 10 PM '66
REC'D-READING ROOM
FBI

The close, personal attention you afforded this important operation, your efforts in insuring that proper action was taken, and your efficiency in guiding the prompt dissemination of information were all of the highest caliber and a credit to you, as well as to the Bureau. You did an excellent job in seeing that our objectives were realized and I want you to know of my appreciation.

Sincerely yours, REC-149 144950-227

J. Edgar Hoover

1 - Mr. Sullivan (Personal Attention)

1 - [redacted] (Sent Direct)

b6
b7C

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

CTP:ej
(5)
67-144950

Based on memo Smith to Sullivan 7-21-66 and addendum Administrative Division 7-26-66 re [redacted] Internal Security - Czechoslovakia.

b6
b7C

MAIL ROOM ☐ TELETYPE UNIT ☐

0/52

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Wick	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. Felt	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Trotter	✓
Tele. Room	✓
Miss Holmes	✓
Miss Gandy	✓

b6
b7C

August 2, 1966

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Assistant Director William C. Sullivan has presented me with a letter of commendation from you dated August 1, 1966. I appreciate your thoughtful consideration in recognizing my work efforts.

With each new day, you are confronted with challenging new developments relating to the welfare of our country. We in the Bureau must do all that we possibly can to assist you in your vital work. I would like to assure you that I will continue to carry out my duties to the best of my ability.

Sincerely,

Richard W. Smith

Richard W. Smith
Special Agent

REC-135

67-144740-228

AUG 8 1966

THREE

August 31, 1966

PERSONAL

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

Aug 31 3 10 PM '66
REC'D-READING ROOM
FBI

Dear Mr. Smith:

I want to commend you for your valuable services relative to the preparation of comprehensive briefs on a confidential matter of much interest to the Bureau.

The extensive work done on this major undertaking was carried out in your section and was expeditiously completed largely as a result of your diligent application to duty and your thorough and determined follow-through. I am appreciative of your unusually skillful and dedicated performance in this major project.

Sincerely yours,

J. Edgar Hoover

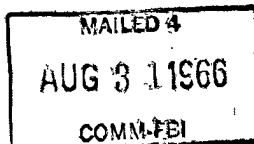
1 - Mr. Sullivan (Personal Attention)
Re: Briefs on Microphones and Wire Taps

1 - [redacted] (Sent Direct)

CTP:bl
(5)
67-144950

Based on memo Smith to Sullivan 8-17-66 and addendum Administrative Division 8-25-66 re Briefs on Microphones and Wire Taps, Administrative Matter. LKH/4P

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

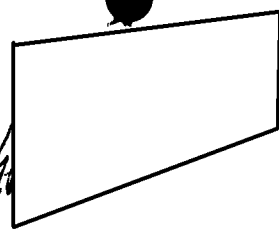


MAIL ROOM ☐ TELETYPE UNIT ☐

b6
b7c

Mr. Tolson	_____
Mr. DeLoach	_____
Mr. Mohr	_____
Mr. Wick	_____
Mr. Casper	_____
Mr. Callahan	_____
Mr. Conrad	_____
Mr. Felt	_____
Mr. Gale	_____
Mr. Rosen	_____
Mr. Sullivan	_____
Mr. Tavel	_____
Mr. Trotter	_____
Tele. Room	_____
Miss Holmes	_____
Miss Gandy	_____

LDH



September 1, 1966

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Your letter of August 31, 1966,
has been presented to me.

I want to express my thanks for
your considerate comments regarding my work
performance. I shall continue to do my
best and hope that my efforts meet your
high standards.

Sincerely yours,

Richard W. Smith
Richard W. Smith

REC-140

67-144950-230	
Searched	Numbered 83
10 SEP 2 1966	

2 SEP 8 1966

51

FBI

THREE
PERS. REC. UNIT

JOHN EDGAR HOOVER
DIRECTOR



*Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.*

August 31, 1966

Mr. William C. Sullivan
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sullivan:

I am taking this opportunity to commend, through you, the personnel in the Domestic Intelligence Division for the splendid work done in connection with the preparation of comprehensive briefs of interest to the Bureau on a confidential matter.

Everyone demonstrated a high degree of thoroughness, competence and skill in handling individual assignments in this complex and extensive survey and, as a result, contributed much to its expeditious completion. I was particularly pleased with the devotion to duty and enthusiasm demonstrated by all in voluntarily working at much personal inconvenience on this matter. Please convey my sincere appreciation to those who participated.

Sincerely yours,

①-Personnel file of Richard W. Smith.

(A copy of this letter is being included in the personnel file of the above employee inasmuch as he and several other supervisors of the Domestic Intelligence Division worked 10 hours voluntary overtime on Saturday, 6/25/66, and again on Sunday, 6/26/66, in connection with research necessary for these briefs.)

67-NOT RECORDED

5 SEP 15 1966

137

DUPLICATE YELLOW

September 27, 1966

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Smith:

I am pleased to commend you and, through you, personnel in the Domestic Intelligence Division for the exemplary work done in the preparation of an important comprehensive brief.

Everyone demonstrated a high degree of skill, thoroughness and competence in handling his individual assignment in this important task and, as a result, contributed to its expeditious completion. I was pleased with the devotion and enthusiasm exhibited by all in voluntarily working at personal inconvenience on this matter. I want to thank you for your splendid over-all supervision and ask that you convey my appreciation to those who participated.

Sincerely yours,

J. Edgar Hoover

67-144950-231	
Searched	Numbered
5 SEP 30 1966	

1 - Mr. Sullivan (Personal Attention)

Re: Preparation of brief for the Director's meeting with the President.
Copy of this letter being placed in appropriate personnel files.

1 - [redacted] (Sent Direct)

KEC
(12)
67-144950

Based on memo Smith-Sullivan 9/22/66 and addendum Addendum Administrative Division 9/26/67 re: Preparation of Brief for the Director, Commendation Matter.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Copies prepared and attached for placing in following files: OVER

Mr. Richard W. Smith



b6
b7C

Mr. Tolson	
Mr. DeLoach	
Mr. Mohr	
Mr. Wick	b6
Mr. Casper	b7C
Mr. Callahan	
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Miss Holmes	
Miss Gandy	

September 28, 1966

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Your letter of September 27, 1966, commenting favorably on the work carried out in the preparation of an important brief has been received. In accordance with your request, I have conveyed your appreciation to those employees who participated in this important assignment.

Your recognition is appreciated by all who took part in this task. We will continue to carry out our assignments to the best of our ability.

157-144 950-232
Searched _____ Numbered 8
7 SEP 30 1966

REC-147

Sincerely yours,

Richard W. Smith
Richard W. Smith

9 OCT 4 1966

F B I

THREE
PERS-REC-UNIT

REPORT OF MEDICAL EXAMINATION

88-105

1. LAST NAME—FIRST NAME—MIDDLE NAME <u>SMITH, RICHARD WARREN</u>		2. GRADE AND COMPONENT OR POSITION <u>SA</u>	3. IDENTIFICATION NO. <u>5-22-19</u>
4. HOME ADDRESS (Number, street or R.F.D., city or town, zone and State)		5. PURPOSE OF EXAMINATION <u>ANNUAL</u>	6. DATE OF EXAMINATION <u>9-14-66</u>
7. SEX <u>M</u>	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____	10. AGENCY
11. ORGANIZATION UNIT		12. DATE OF BIRTH <u>7/29/18</u>	
13. PLACE OF BIRTH <u>ILL.</u>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <u>NNMC</u>		16. OTHER INFORMATION	
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS

CLINICAL EVALUATION	
NOR- MAL	ABNOR- MAL
☒ 18. HEAD, FACE, NECK, AND SCALP	
☒ 19. NOSE	
☒ 20. SINUSES	
☒ 21. MOUTH AND THROAT	
☒ 22. EARS—GENERAL (Int. & ext. canal) (Auditory acuity under items 70 and 71)	
☒ 23. DRUMS (Perforation)	
☒ 24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
☒ 25. OPHTHALMOSCOPIC	
☒ 26. PUPILS (Equality and reaction)	
☒ 27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
☒ 28. LUNGS AND CHEST (Include breasts)	
☒ 29. HEART (Thrust, size, rhythm, sounds)	
☒ 30. VASCULAR SYSTEM (Varicosities, etc.)	
☒ 31. ABDOMEN AND VISCERA (Include hernia)	
☒ 32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Proctitis, if indicated)	
☒ 33. ENDOCRINE SYSTEM	
☒ 34. G-U SYSTEM	
☒ 35. UPPER EXTREMITIES (Strength, range of motion)	
☒ 36. FEET	
☒ 37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
☒ 38. SPINE, OTHER MUSCULOSKELETAL	
☒ 39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	☒
☒ 40. SKIN, LYMPHATICS	
☒ 41. NEUROLOGIC (Equilibrium tests under item 72)	
☒ 42. PSYCHIATRIC (Specify any personality deviation)	
☒ 43. PELVIC (Females only) (Check how done)	
☐ VAGINAL ☐ RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

appendectomy scar RLA
Rt. ant. tibial area.

REC-130

67- <u>144950-233</u>
Searched _____ Numbered _____
<u>9</u> NOV 4 1966 <u>22</u>

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES <u>Type III</u> <u>Class I</u> <u>No defects noted</u>																																																																
O—Restorable teeth —Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments																																																																		
R I G H T	<table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td>32</td><td>31</td><td>30</td><td>29</td><td>28</td><td>27</td><td>26</td><td>25</td><td>24</td><td>23</td><td>22</td><td>21</td><td>20</td><td>19</td><td>18</td><td>17</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr></table>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	X															X	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	X															X	L E F T
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																																																			
X															X																																																			
32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17																																																			
X															X																																																			

45. URINALYSIS: A. SPECIFIC GRAVITY <u>1.023</u>		46. CHEST X-RAY (Place, date, film number and result) <u>22161-66-Normal</u>	
B. ALBUMIN <u>neg</u>	D. MICROSCOPIC	49. BLOOD TYPE AND RH FACTOR	
C. SUGAR <u>neg</u>	<u>WNL</u>	50. OTHER TESTS	
47. SEROLOGY (Specify test used and result) <u>neg</u>		48. EKG <u>WNL</u>	

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 69	52. WEIGHT 152	53. COLOR HAIR Gray	54. COLOR EYES Blue	55. BUILD: ☐ SLENDER ☐ MEDIUM ☐ HEAVY ☐ OBESE	56. TEMPERATURE
-------------------------	--------------------------	-------------------------------	-------------------------------	--	-----------------

57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)			
A. SITTING	SYS. 118 DIAS. 72	B. RECUMBENT	SYS. DIAS.	C. STANDING (3 min.)	SYS. DIAS.	A. SITTING 68	B. AFTER EXERCISE

59. DISTANT VISION		60. REFRACTION		61. NEAR VISION	
RIGHT 20/ 200	CORR. TO 20/ 20	BY S.	OX	.50	CORR. TO -
LEFT 20/ 200	CORR. TO 20/ 20	BY S.	OX	.62	CORR. TO -

62. HETEROPHORIA (Specify distance)					
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT

63. ACCOMMODATION	64. COLOR VISION (Test used and result) PIP 16/16	65. DEPTH PERCEPTION (Test used and score)	UNCORRECTED
RIGHT LEFT			CORRECTED
66. FIELD OF VISION	67. NIGHT VISION (Test used and score)	68. RED LENS TEST	69. INTRAOCULAR TENSION

70. HEARING	71. AUDIOMETER	72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																								
RIGHT WY 15 /15 SV 15 /15	<table border="1"> <tr> <td></td> <td>250 850</td> <td>500 875</td> <td>1000 1000</td> <td>2000 2048</td> <td>4000 3800</td> <td>6000 6144</td> <td>8000 8192</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		250 850	500 875	1000 1000	2000 2048	4000 3800	6000 6144	8000 8192	RIGHT								LEFT								
	250 850	500 875	1000 1000	2000 2048	4000 3800	6000 6144	8000 8192																			
RIGHT																										
LEFT																										
LEFT WY 15 /15 SV 15 /15																										

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY
None

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)
None

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)	76. A. PHYSICAL PROFILE												
None	<table border="1"> <tr> <td>P</td> <td>U</td> <td>L</td> <td>H</td> <td>E</td> <td>S</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	P	U	L	H	E	S						
P	U	L	H	E	S								

77. EXAMINEE (Check)	B. PHYSICAL CATEGORY
A. ☒ IS QUALIFIED FOR	
B. ☐ IS NOT QUALIFIED FOR	

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER	<table border="1"> <tr> <td>A</td> <td>B</td> <td>C</td> <td>E</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>	A	B	C	E				
A	B	C	E						

79. TYPED OR PRINTED NAME OF PHYSICIAN	SIGNATURE
	J. E. Loss MD

80. TYPED OR PRINTED NAME OF PHYSICIAN	SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)	SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY	SIGNATURE	NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

89-105

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS.

(1) LAST NAME—FIRST NAME—MIDDLE NAME SMITH, RICHARD WARREN		(2) GRADE AND COMPONENT OR POSITION Special Agent	(3) IDENTIFICATION NO. 1
(4) HOME ADDRESS (Number, street or RFD, city or town, zone and State) 3809 Terrace Drive, Annandale, Va.		(5) PURPOSE OF EXAMINATION Annual	(6) DATE OF EXAMINATION 9/14/66
(7) SEX M	(8) RACE	(9) TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____	(10) AGENCY
(12) DATE OF BIRTH 7/29/18		(13) PLACE OF BIRTH Illinois	
(15) EXAMINING FACILITY OR EXAMINER, AND ADDRESS		(16) OTHER INFORMATION	

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent

(18) FAMILY HISTORY					(19) HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER			Cancer-Heart	81		☒	HAD TUBERCULOSIS	b6
MOTHER	71	Good				☒	HAD SYPHILIS	b7C
SPOUSE	46	Excellent				☒	HAD DIABETES	
BROTHERS AND SISTERS					☒	☒	HAD CANCER	Father-Mother
					☒	☒	HAD KIDNEY TROUBLE	
					☒	☒	HAD HEART TROUBLE	Father
					☒	☒	HAD STOMACH TROUBLE	
CHILDREN					☒	☒	HAD RHEUMATISM (Arthritis)	
					☒	☒	HAD ASTHMA, HAY FEVER, HIVES	
					☒	☒	HAD EPILEPSY (Fits)	
					☒	☒	COMMITTED SUICIDE	
					☒	☒	BEEN INSANE	

(20) HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)											
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
☒		SCARLET FEVER, ERYSIPELAS	☒		GOITER	☒		TUMOR, GROWTH, CYST, CANCER	☒		"TRICK" OR LOCKED KNEE
☒		DIPHTHERIA	☒		TUBERCULOSIS	☒		RUPTURE	☒		FOOT TROUBLE
☒		RHEUMATIC FEVER	☒		SOAKING SWEATS (Night sweats)	☒		APPENDICITIS	☒		NEURITIS
☒		SWOLLEN OR PAINFUL JOINTS	☒		ASTHMA	☒		PILES OR RECTAL DISEASE	☒		PARALYSIS (Inc. infantile)
☒		MUMPS	☒		SHORTNESS OF BREATH	☒		FREQUENT OR PAINFUL URINATION	☒		EPILEPSY OR FITS
☒		WHOOPING COUGH	☒		PAIN OR PRESSURE IN CHEST	☒		KIDNEY STONE OR BLOOD IN URINE	☒		CAR, TRAIN, SEA, OR AIR SICKNESS
☒		FREQUENT OR SEVERE HEADACHE	☒		CHRONIC COUGH	☒		SUGAR OR ALBUMIN IN URINE	☒		FREQUENT TROUBLE SLEEPING
☒		DIZZINESS OR FAINTING SPELLS	☒		PALPITATION OR POUNDING HEART	☒		BOILS	☒		FREQUENT OR TERRIFYING NIGHTMARES
☒		EYE TROUBLE	☒		HIGH OR LOW BLOOD PRESSURE	☒		VENEREAL DISEASE	☒		DEPRESSION OR EXCESSIVE WORRY
☒		EAR, NOSE OR THROAT TROUBLE	☒		CRAMPS IN YOUR LEGS	☒		RECENT GAIN OR LOSS OF WEIGHT	☒		LOSS OF MEMORY OR AMNESIA
☒		RUNNING EARS	☒		FREQUENT INDIGESTION	☒		ARTHRITIS OR RHEUMATISM	☒		BED WETTING
☒		CHRONIC OR FREQUENT COLDS	☒		STOMACH, LIVER OR INTESTINAL TROUBLE	☒		BONE, JOINT, OR OTHER DEFORMITY	☒		NERVOUS TROUBLE OF ANY SORT
☒		SEVERE TOOTH OR GUM TROUBLE	☒		GALL BLADDER TROUBLE OR GALL STONES	☒		LAMENESS	☒		ANY DRUG OR NARCOTIC HABIT
☒		SINUSITIS	☒		JAUNDICE	☒		LOSS OF ARM, LEG, FINGER, OR TOE	☒		EXCESSIVE DRINKING HABIT
☒		HAY FEVER	☒		ANY REACTION TO SERUM, DRUG OR MEDICINE	☒		PAINFUL OR "TRICK" SHOULDER OR ELBOW	☒		HOMOSEXUAL TENDENCIES

(21) HAVE YOU EVER (Check each item)				22. FEMALES ONLY: A. HAVE YOU EVER—				B. COMPLETE THE FOLLOWING:			
☒		WORN GLASSES	☒		ATTEMPTED SUICIDE			BEEN PREGNANT			AGE AT ONSET OF MENSTRUATION
☒		WORN AN ARTIFICIAL EYE	☒		BEEN A SLEEP WALKER			HAD A VAGINAL DISCHARGE			INTERVAL BETWEEN PERIODS
☒		WORN HEARING AIDS	☒		LIVED WITH ANYONE WHO HAD TUBERCULOSIS			BEEN TREATED FOR A FEMALE DISORDER			DURATION OF PERIODS
☒		STUTTERED OR STAMMERED	☒		COUGHED UP BLOOD			HAD PAINFUL MENSTRUATION			DATE OF LAST PERIOD
☒		WORN A BRACE OR BACK SUPPORT	☒		BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION			HAD IRREGULAR MENSTRUATION			QUANTITY: ☐ NORMAL ☐ EXCESSIVE ☐ SCANTY
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?				24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS				25. WHAT IS YOUR USUAL OCCUPATION?			
								26. ARE YOU (Check one) ☐ RIGHT HANDED ☐ LEFT HANDED			

ENCLOSURE

67-144950-222

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	X	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	X	B. INABILITY TO PERFORM CERTAIN MOTIONS
	X	C. INABILITY TO ASSUME CERTAIN POSITIONS
	X	D. OTHER MEDICAL REASONS (If yes, give reasons)
	X	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	X	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	X	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	X	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
Y		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	Y	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
X		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
Y		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
X		36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	X	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	X	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	X	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

32 -

Appendectomy - Age - 29

34 -

Pneumonia - Prior to school age -

Also have had grippe & virus infection.

35 -

Dr. Claude Cooper - Annandale, Va.

Grippe, Kidney Stone, finger laceration

Dr. Robert Walp - Eye St. Wash. D.C.

Planters warts on foot

Dr. Cesare Luccioli - Annandale, Va.

Clearing serious passages

36 -

Intestinal upset

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

RICHARD W. SMITH

SIGNATURE

Richard W. Smith

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

All of above complaints have been previously noted on yearly exams & there has been no change.

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

DATE

9-14-66

SIGNATURE

J.E. Galt MD

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

SMITH
Last

RICHARD
First

W.
Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☒ Yes ☐ No
If recommendation is based on a factor other than above standard, indicate basis _____

~~SA R. Smith~~ was advised on 10/20/64 that it
will be necessary for him to wear corrective
glasses while driving a Government vehicle.

(Signature)

Donald E. Moore DTT

67-144950-233

REC'D - ADMIN. DIV.
F B I

OCT 28 3 18 PM '66

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☒ medium ☐ large
5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

J E Low MD
 (Signature of Medical Examiner)

9-14-66
 (Date)

UNITED STATES GOVERNMENT

McLean, Dan
MemorandumTO : ~~XXXXXXXXXX~~
Mr. W. C. Sullivan *JS*

DATE: November 22, 1966

b6
b7CFROM : Mr. R. W. Smith *JS*1 - Administrative Division
1 - Mr. W. C. Sullivan
1 - Mr. R. W. SmithSUBJECT: RICHARD W. SMITH
(Employee)RESEARCH-SATELLITE SECTION, DID
(Division)

ILLNESSES

Nature of illness: (Indicate extent of, description, and current condition under Remarks)

☐ Accident ☒ Injury ☐ Disease ☐ Operation

(Date of surgery and postoperative condition must be indicated under Remarks)

Date sick leave commenced

11-21-66

Date ceased active duty

11-18-66

Expected date of return to duty

Indefinite

Confined at: ☒ Hospital ☐ ResidenceAddress: Northern Virginia Doctors Hospital
601 South Carling Spring Road
Arlington, Virginia
Room 337B

Remarks:

Muscle spasm in lower back.

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b7C

DEATHS

☐ Father ☐ Mother ☐ Spouse ☐ Brother ☐ Sister ☐ Son ☐ Daughter-----
(Name of deceased)☐ Other -----
(Relationship)

Date and place of death

Employee's residence address

If employee is leaving residence because of this death, what will be his temporary address, and when (time and date) does he plan to leave there to return home? Also indicate anticipated time and date of return home.

Time and date of departure

Anticipated time and date of return

Remarks:

AWG:cda

(4)

*Noted 11-22-66 will follow up**Noted 11-23-66 JSC**3/11/66*



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	10/21/66	Domestic Intelligence

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	
[Redacted]	

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted] (equally)	[Redacted]

Address	
[Redacted]	

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	
[Redacted]	

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	
[Redacted]	

Payment Received
Special Agents Insurance Fund

Very truly yours,

OCT 27 1966

J. Edgar Hoover, Director

Richard W. Smith
Special Agent

3-22

Personnel File of
SA Richard W. Smith



CLAUDE E. COOPER, M.D.

ANNANDALE, VIRGINIA

Office Hours by Appointment

Office Phone CL 6-2222

Reg. No. 695

FOR

Richard Smith

ADDRESS

DATE 14 Dec 66

R

The above-named is
physically qualified for
strenuous physical exertion
and use of firearms.

REFILL 0-1-2-3

C. E. Cooper M.D.

*no further action
for
12-19-66
W*

3/1/67

NAME: RICHARD W. SMITH

SECTION CHIEF - RESEARCH-SATELLITE
SECTION

EOD: 7-8-40

GRADE: GS-16 \$22,085

ASSISTANT DIRECTOR W. C. STELLIVAN:

Mr. Smith is Chief of the
Research-Satellite Section and
is a thoroughly experienced

Section Chief, having first assumed these duties 6-6-61. Mr. Smith is, himself, an outstanding writer and has an outstanding knowledge of research work. His Section is frequently called on to prepare complicated briefs, memoranda and other papers and has consistently done a fine job. He also has a good background in the counterespionage and intelligence field and has done a fine job in directing his Section in this area. He is a very capable administrator, presents an excellent personal appearance, and makes a fine job in directing his Section in this area. He is a very capable administrator, presents an excellent personal appearance, and makes a fine impression as a Bureau representative. He is fully available and qualified for any assignment and for administrative advancement. Since the last performance rating, Mr. Smith has been commended by the Director on three occasions (8-1-66, 8-31-66 and 9-27-66) for exemplary supervision of an important espionage operation, for unusually skillful and dedicated performance in the preparation of comprehensive briefs, and for exemplary work done in preparation of an important comprehensive brief.

RATING: EXCELLENT

67-NOT RECORDED
9 MAR 15 1967

See Inspector's Comments Page Two.

DOMESTIC INTELLIGENCE DIVISION INSPECTION
2-21-67

DEM:hrt 81

10-7
3516

LMG
7 ASSISTANT DIRECTOR W. M. FELT:

[redacted] bhg, 3/14/67)

SA Smith has been assigned to the Domestic Intelligence Division since 6/14/49 and

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b7C

has been Chief of the Research-Satellite Section since 6/6/61. He had had extensive experience in the Security field, particularly in research matters and intelligence investigations. He is extremely knowledgeable and carries out his duties as Section Chief in a highly effective manner. Agent and clerical conferences by SA Smith during this inspection were well planned and organized and gave evidence of the high morale and free interchange of information and ideas among employees of the Section.

SA Smith is cooperative; enthusiastic and displays the qualities of a very capable administrator. He is personable and makes an excellent personal appearance. He is completely available for any assignment. He has outstanding qualifications for administrative advancement.

7



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

b6
b7C

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	3/9/67	Domestic Intelligence Div.

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
(in equal shares)	
Address	

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Payment made by
Special Agents Insurance Fund

MAR 16 1967

J. Edgar Hoover, Director

Very truly yours,

Richard W. Smith
Special Agent

B. 2007

March 23, 1967

Colonel Richard S. Smith, USA
Commandant
United States Army Intelligence School
Fort Holabird, Maryland 21219

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b7C

Dear Colonel Smith:

I have received your letter of March 15th concerning the fingerprint classification training we furnished to the students at your School.

It was kind of you to advise me their instruction was so well received, and I am glad that we were able to be of help. My associates join me in thanking you for your favorable comments and thoughtfulness in writing.

Sincerely yours,

DUPLICATE YELLOW

1 - Baltimore - Enclosure

Personal Attention SAC: Bring to the attention of Special Agents [redacted]

1 - Mr. Sullivan - Enclosure

Personal Attention: Bring to the attention of Special Agent Richard W. Smith.

① - Personnel File of SA Richard W. Smith - Enclosure

1 - Personnel File of SA [redacted] - Enclosure

1 - Personnel File of SA [redacted] - Enclosure

NOTE: Cordial correspondence maintained with Smith. Special Agents [redacted] are assigned to the Baltimore Office, and Special Agent Smith is assigned to the Domestic Intelligence Division.

② BGH:kcf (8)
67-1401
7 MAR 29 1967



DEPARTMENT OF THE ARMY
U. S. ARMY INTELLIGENCE SCHOOL
FORT HOLABIRD, MARYLAND 21219

IN REPLY REFER TO:

AHBQ-CI

15 March 1967

SUBJECT: Letter of Appreciation

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TO: Director
Federal Bureau of Investigation
US Department of Justice
Washington, D.C. 20535

1. It is with extreme pleasure that I convey to you the gratitude and appreciation of the Staff and Faculty of the US Army Intelligence School for the highly effective program of instruction on Fingerprint Classification presented during the period 6 - 10 March 1967 by Special Agent [redacted] of the Baltimore Field Office. Special Agent [redacted] professional competence and technical knowledge have made significant contributions to the Intelligence School and will assist greatly in our program of instruction. Our appreciation is also extended to Mr Richard Smith of FBI Headquarters, Washington and to [redacted] FBI Liaison Officer to the US Army Intelligence Command, without whose wholehearted cooperation this program of instruction could not have been brought about.

2. Thank you for providing the excellent services of Special Agent [redacted] and please accept the appreciation of the Staff and Faculty of the Army Intelligence School for the cooperation of the Federal Bureau of Investigation.


RICHARD S. SMITH
Colonel, AIS
Commandant

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: RICHARD W. SMITHWhere Assigned: DOMESTIC INTELLIGENCE RESEARCH-SATELLITE
(Division) (Section, Unit)Official Position Title and Grade: SUPERVISORY SPECIAL AGENT, GS-16
SECTION CHIEF - RESEARCH-SATELLITERating Period: from 4-1-66 to 3-31-67ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
InitialsRated by: Ronald E. Moore INSPECTOR 4-5-67
Signature Title DateReviewed by: William J. Sullivan ASSISTANT DIRECTOR 4-5-67
Signature Assistant Director DateRating Approved by: W. J. Sullivan _____ APK 10/1/67
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REC-13Z

144950-234

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Smith dresses in a neat and businesslike manner, is always well groomed and makes an outstanding impression as a Bureau representative. He is an excellent conversationalist, has a friendly manner and commands respect.
2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS: Although not called on to do so during the rating period, Mr. Smith is fully capable of participating in raids and dangerous assignments.
3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION: There are no limitations on Mr. Smith's availability and there are no physical limitations which would affect his performance.
4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED: During the rating period, Mr. Smith has been Section Chief of the Research-Satellite Section. This Section handles research work of a most exacting nature, including involved intelligence, subversive and criminal matters. Mr. Smith has an outstanding knowledge of research and has directed the research work in his Section in an exemplary fashion. He is most conscientious and sees that assignments given him, no matter how difficult, are fully carried out. He is himself an outstanding writer and works closely with his personnel in the preparation of important material. This Section also handles espionage, counterespionage and intelligence investigations involving the countries of the Soviet bloc with the exception of the USSR. Mr. Smith has directed the work of important double agents in important intelligence-type investigations and has performed most credibly. He is alert to the Bureau's needs in the intelligence field and is constantly seeking new ways to improve our work in this field. Mr. Smith has done a very fine job as Section Chief, has shown the ability to handle and direct complicated investigative matters and his work requires a minimum of supervision.


Initials

- Mr. Smith was commended by letter 8-1-66 for exemplary supervision of an important espionage operation, was commended by letter 8-31-66 for unusually skillful and dedicated performance in the preparation of comprehensive briefs and was again commended 9-27-66 for exemplary work done in preparation of an important comprehensive brief.
5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: ended by letter 8-1-66 for exemplary supervision of an important espionage operation, was commended by letter 8-31-66 for unusually skillful and dedicated performance in the preparation of comprehensive briefs and was again commended 9-27-66 for exemplary work done in preparation of an important comprehensive brief.
6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS: (List items taken into consideration on rating guide and check list.)

NA

7. PARTICIPATION IN INFORMANT PROGRAMS: Mr. Smith has effectively directed programs concerning the development of informants, double agents and defectors in place.

8. TESTIFYING EXPERIENCE AND ABILITY:

NA

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

NA

11. RESIDENT AGENTS:

NA

SS
Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

13. FOREIGN LANGUAGE ABILITY:

NA

Language in which proficient _____

Completed language school ☐ Yes ☐ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

Language

Read

Write

Speak

Understand

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

(a) Agent is interested in administrative advancement.

☒ Yes ☐ No

(b) Agent is completely available for administrative advancement.

☒ Yes ☐ No

(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.

☒ Yes ☐ No

(d) If answer to (c) is "Yes," Agent's qualifications are considered

☐ very good ☐ excellent ☒ outstanding

(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.)

☐ Yes ☐ No

Initials

UNITED STATES GOVERNMENT

Memorandum

TO : Director, FBI 332-14-1994 *see*

DATE: May 19, 1967

SA RICHARD W. SMITH *SR*
(Name of employee)

Attention: Movement Unit

FROM : DOMESTIC INTELLIGENCE DIV.

(Office of assignment)

SUBJECT: OFFICES OF PREFERENCE

Please list my offices of preference as follows:

1. NONE 0000
2. NONE 0000
3. NONE 0000 *se*

h

Rowyfe

67-NOT RECORDED
4 JUN 5 1967

JUN 1 1967 *57*

Th...

~~SACK~~ Mr. Sullivan

July 11, 1967

Director, FBI

Richard W. Smith
SPECIAL AGENT

The above-captioned Special Agent attended the following training course(s):

In-Service: from 6/26/67 to 7/7/67☐ Criminal☐ Accounting☒ Security☐ Expert Firearms-Defensive Tactics☐ Basic☒ Advanced☒ Esplionage In-Service #4

The firearms scores should be entered on the individual field firearms training record (FD-40). The following grades were attained.

Notebook	_____	
Examination	_____	15/25
Shotgun Course #2	_____	78
Rifle	_____	82
Machine Gun	_____	

Specialized Training:

From

To

MAILED Admin.

JUL 11 1967

COMM-FBI

Firearms: _____

:

Tolson _____
 DeLoach _____
 Mohr _____
 Wick _____
 Casper _____
 Callahan _____
 Conrad _____
 Felt _____
 Gale _____
 Rosen _____
 Sullivan _____
 Tavel _____
 Trotter _____
 Tele. Room _____
 Holmes _____
 Gandy _____

I-SA

RICHARD W. SMITH
DOMESTIC INTELLIGENCE DIVISION

HLS:les

(3)

5 JUL 12 1967 TELETYPE UNIT

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**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

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*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	5/24/67	Domestic Intelligence

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]
Address [Redacted]	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted] (equally)	[Redacted]
Address [Redacted]	

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Address [Redacted]	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address [Redacted]	

Very truly yours,

Payment Received
Special Agents Insurance Fund

JUN 11 1967

J. Edgar Hoover, Director

Richard W. Smith
Special Agent

B-ecd

July 11, 1967

AIRMAIL

Smith, Richard W.

Commandant Roger Hoffmann
Chef
Service de Renseignement de l'Etat
Luxembourg

Dear Major Hoffmann:

It certainly was thoughtful of you to
write on June 27th concerning the recent visit of
Messrs. [REDACTED] I am indeed pleased
to know they found the time spent with us of help, and
you may be assured my associates appreciate, as I do,
your generous remarks.

Sincerely yours,

- 1 - Paris - Enclosure
- 1 - Washington Field - Enclosure
- Personal Attention SAC: Bring to the attention of SAs [REDACTED]

- 1 - Mr. Sullivan - Enclosure
Personal Attention: Bring to the attention of appropriate personnel.
- 1 - Mr. Trotter - Enclosure
Personal Attention: Bring to the attention of [REDACTED]
- 1 - Mr. Casper - Enclosure
Personal Attention: Bring to the attention of Inspector Thomas J. Jenkins.

See Personnel Files and NOTE next page.

HRH:mjl/ (18)

DUPLICATE YELLOW

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67

137

Commandant Roger Hoffmann

- 1 - Personnel File of Inspector Thomas J. Jenkins - Enclosure
- 1 - Personnel File of Inspector Donald E. Moore - Enclosure
- 1 - Personnel File of SA William A. Branigan - Enclosure
- 1 - Personnel File of SA Charles D. Brennan - Enclosure
- 1 - Personnel File of SA Daniel J. Brennan - Enclosure
- 1 - Personnel File of SA Mario Gregorio - Enclosure
- ① 1 - Personnel File of SA Richard W. Smith - Enclosure
- 1 - Personnel File of SA [REDACTED] - Enclosure
- 1 - Personnel File of SA [REDACTED] - Enclosure
- 1 - Personnel File of Mr. [REDACTED] - Enclosure

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NOTE: Bufiles disclose Major Hoffmann met the Director 3-24-65. We have had prior cordial correspondence with him. Messrs. [REDACTED] visited the Bureau on 5-3-67 and 5-22-67. During their visits, they held conferences with Inspector Jenkins of the Training Division, Inspector Moore and SAs William A. Branigan, Charles D. Brennan, Daniel J. Brennan, Mario Gregorio, and Richard W. Smith of the Domestic Intelligence Division. SAC Joseph D. Purvis and SAs [REDACTED] of the Washington Field Office, and were conducted on a tour of the Identification Division by [REDACTED]

LE CHEF
DU SERVICE DE RENSEIGNEMENTS
DE L'ETAT

Luxembourg, June 27th, 1967.

Dear Mr. Hoover,

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b7C

It was a great pleasure to me to hear from the two members of my Service, [redacted] on their return from the United States how much they appreciated their visit to the Bureau.

They told me of the most interesting and instructive talks they had with your agents in the field of operational procedures. Mostly impressed by the kindness and proficiency of your collaborators, they highly appreciated their discussions with assistant-director Bill SULLIVAN and Mr. Dan BRENNAN.

I am grateful to you for making this stay at the FBI possible and I want to thank you very much on this behalf.

Could I ask you to forward my thanks to Mr. Bill SULLIVAN, to Mr. Dan BRENNAN and to those agents that our two men had the privilege to meet during their stay with the Bureau ?

Sincerely yours

[Signature]
(R. HOFFMANN)

To :
Mr. John Edgar HOOVER,
Director, Federal Bureau of
Investigation,

WASHINGTON 25, D.C.

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. W. C. Sullivan

DATE: September 20, 1967

FROM : R. W. Smith

1 - W.C. Sullivan
1 - N.P. Callahan

1 - R.W. Smith

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

SUBJECT: SPECIAL AGENT RICHARD W. SMITH
RESEARCH-SATELLITE SECTION
DOMESTIC INTELLIGENCE DIVISION
ADMINISTRATIVE MATTER

This is to record the fact that

RECOMMENDATION:

For the record.

RWS:jmw

(4) gnd

REC-132

67-144950-235	
Searched _____	Numbered _____
3 SEP 22 1967 86	

9 SEP 26 1967

28

3
20V



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

**In Reply, Please Refer to
File No.**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

b6
b7c

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	7/21/67	Domestic Intelligence

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	[Redacted]
---------	------------

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted] (Equal Amounts)	[Redacted]

Address	[Redacted]
---------	------------

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	[Redacted]
---------	------------

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address	[Redacted]
---------	------------

Special Agents Insurance Fund

Very truly yours,

J. Edgar Hoover, Director

Richard W. Smith
Special Agent

REPORT OF MEDICAL EXAMINATION

F.B.I.

88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME SMITH, RICHARD WARREN			2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NO. 5-22-19	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 8-28-67	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 7/29/18		13. PLACE OF BIRTH ILL.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate col- umn; enter "NE" if not evaluated)	ABNOR- MAL
	18. HEAD, FACE, NECK AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel move- ments, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulas, prolapse, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Support feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium, tests under item 78)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done)	
	☐ VAGINAL ☐ RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary)

A ppy scar

REC-138

67-144950-236
Searched
10-11-1967 86

RESULTS	
15.0	HGB GMS 100ML
45	HCT %
9.6	WBC X10 ³
68	NEUT %
	BAND %
29	LYMPH %
	EOS %
	BASO %
4	MONOS %

PLATELET X10³
3/78

ENCLOSURE 2 att.

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O—Restorable teeth 1—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments																	
R I G H T	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L E F T
	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	

Exam type III
Class I
No defects noted

LABORATORY FINDINGS

45. URINALYSIS: A. SPECIFIC GRAVITY 1.014		46. CHEST X-RAY (Place, date, film number and result)	
B. ALBUMIN neg	D. MICROSCOPIC	22161- WNL	
C. SUGAR neg	E. ECG Ess. neg		
47. SEROLOGY (Specify test used and result)		49. BLOOD TYPE AND RH FACTOR	
NC neg 196732		See Report	
50. OTHER TESTS			

51. HEIGHT 69"		52. WEIGHT 152 1/2		53. COLOR HAIR GRAY		54. COLOR EYES BLUE		55. BUILD: (Check one)		56. TEMPERATURE
57. BLOOD PRESSURE (Arm at heart level)		58. PULSE (Arm at heart level)								
A. SITTING	SYS. 120 DIAS. 72	B. RECUMBENT	SYS. DIAS.	C. STANDING (3 min.)	SYS. DIAS.	A. SITTING	B. AFTER EXERCISE	C. 2 MIN. AFTER	D. RECUMBENT	E. AFTER STANDING 3 MIN.
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION						
RIGHT 20/	200	CORR. TO 20/	20	BY	S.	CX	1.75m	CORR. TO	BY	
LEFT 20/	260	CORR. TO 20/	20	BY	S.	CX	1.75m	CORR. TO	BY	
62. METEOROPHORIA (Specify distance)										
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV.	CT	PC	PD		
63. ACCOMMODATION		64. COLOR VISION (Test used and results)		65. DEPTH PERCEPTION (Test used and score)		UNCORRECTED		CORRECTED		
RIGHT	LEFT	P/P 16/16								
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		68. RED LENS TEST		69. INTRAOCULAR TENSION				
70. HEARING		71. AUDIOMETER		72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)						
RIGHT WV	/15 SV 15 /15		250 868	500 818	1000 1084	2000 8048	3000 8896	4000 4096	6000 6144	8000 8192
LEFT WV	/15 SV 15 /15	RIGHT								
		LEFT								

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

None.

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

None

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

76.	A. PHYSICAL PROFILE
-----	---------------------

P	U	L	H	E	S

B. PHYSICAL CATEGORY

A	B	C	E
Am			

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee _____
(Type or print)

SMITH *RICHARD* *W.*
Last First Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☐ No ☒ Yes If "yes" please specify defects. Must wear glasses

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☒ Yes ☐ No

If recommendation is based on a factor other than above standard, indicate basis _____

SA SMITH was advised on 10/9/67 that it
will be necessary for him to wear corrective
glasses while driving a Government vehicle.

ENCLOSURE

67-124

(Signature)

Donald E. Moore

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	128 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☒ medium ☐ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

Signature of Medical Examiner

Date

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10/3/67

I certify that I have ☒ received ☐ returned the following Government property for official use:

Parking Permits Space 59, 11th Street Court ✓✓

FILE

3/

rg

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

67-1V DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.
3 OCT 25 1967

Very truly yours,

(Signature) Richard W. Smith

(Typed name) Richard W. Smith

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

October 23, 1967

I certify that I have received the following Government property for official use:
~~received~~

Field Stenographers Manual #824.

R E A D

67-111 NOV 1 1967
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. 95

FILE

31 H/L

R W Smith

Very truly yours,
R. W. Smith

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date October 24, 1967

I certify that I have ☐ received ☒ returned the following Government property for official use:

MANUAL FOR FIELD STENOGRAPHER #824

Det + KL

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

RECORDED

10 NOV 1 1967

93

FILE

Very truly yours, *31 TKL*

(Signature)

Richard W. Smith

(Typed name)

RICHARD W. SMITH

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE WILLIAM H. HARRIS	SOCIAL SECURITY NUMBER 342-16-1994
--	---

NOTIFICATION OF BASIC CHANGE

CODE - NATURE OF ACTION		EFFECTIVE DATE	DATE OF LAST EQUIV.
☐ 892 - QUALITY INCREASE	☐ 896 - ADMIN. PAY INCREASE	12/31/67	12/31/65
☒ 893 - WITHIN GRADE INCREASE	☐ 897 - ADMIN. PAY DECREASE		
☐ 894 - PAY ADJUSTMENT	OTHER (SPECIFY IN REMARKS)		
GRADE OR LEVEL 5-10	STEP OR RATE STEP 5	OLD SALARY \$9,774.00	NEW SALARY \$9,774.00

DATA ON UNPAID ABSENCE

PERIOD(S)	TOTAL EXCESS	IN PAY STATUS AT END OF WAITING PERIOD	INITIALS
		YES	JLH

☒

EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

☐

EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS:

67-NOT RECORDED
27 JAN 8 1968

J. Edgar Hoover

JOHN EDGAR HOOVER
DIRECTOR

1/31/68
(DATE)

PERSONNEL FILE COPY

TO: Director, FBI

FROM: SA Richard W. Smith

CERTIFICATION

TO BE FILLED IN BY OPERATOR	Name of Operator (Print - Last, First, Middle Initial)		Date
	Smith, Richard W.		3/15/68
	Division and Section Assigned	(Research-)	☒ Agent ☐ Clerk
	Domestic Intelligence Div. (Satellite)		
	This is to certify that I presently hold a valid motor vehicle operator's permit or driver's license as follows: Virginia Operators License		
	Permit Issued By: (State, Territory Possession, District)	Permit Number	Permit Expires
	Virginia	S13346-89100- 674998	7/31/70
	This is an ☐ unrestricted ☒ restricted permit. (If restricted, explain below)		
	Restricted to corrective lenses		
	☒ Glasses ☐ Contact lenses are required for driving ☒ Yes ☐ No		
	This further certifies that during the past three years I have driven a motor vehicle (government or personally owned) approximately 30,000 miles. During this time (a) I ☐ have ☒ have not received a traffic violation ticket; (b) I ☐ have ☒ have not been held at fault* as the driver of a motor vehicle involved in a traffic accident. If affirmative answer, please explain in adjacent space giving number and dates of offenses.		
	* "At fault" means any case in which responsibility is conceded by employee or his insurance company or liability is fixed by duly constituted authority.		
	Signature of Operator: <u>Richard W. Smith</u>		

TO BE FILLED IN BY REVIEWING OFFICIAL	The personnel file of this employee has been reviewed and indicates the following information concerning the operation of a motor vehicle during the past three years:	
	☒ Continuous safe driving record	
	☐ Involved in traffic accident and found at fault**	
	I certify that this employee is:	
	☒ Qualified on the basis of his safe driving record to operate motor vehicles on official business	
	☐ Not qualified and must demonstrate his qualifications by satisfactorily passing a road test examination before operating a motor vehicle on official business	
	Remarks:	
	☐ Issue ☐ Renew Operator's Identification Card - SF-46	
	* "At fault" means any case in which the Bureau has taken disciplinary administrative action against the employee.	
	(Over for Operator's Road Test Score Sheet)	
	Official Signature of Reviewing Official: <u>Donald E. Moore</u>	
	Title: <u>Inspector</u>	
	Date: <u>3-27-68</u>	

RESULTS OF ROAD TEST

Vehicle Used in Test				Local of Test	
Make	Body Type	Year	City	State	
Transmission ☐ Automatic ☐ Manual		Date	Time	Examiner's Signature	

Instructions to Examiner Place check mark (✓) in space beside each error committed. If same error is repeated, add a check mark for each repetition. Multiply point value of each error (shown in box at left of each error listing) by number of check marks, placing total points for each category in box at lower right of each block. To obtain final score, total number of points scored in all categories. PASSING GRADE: Total Score of 25 Points or Less FAILING GRADE: Total Score of 26 Points or More Note Results in Box at Right of Instruction Block		TEST SCORE	
		Total Error Points	
		Pass	☐
		Fail	☐

Check List	
1. Checking Vehicle Fails to: ☐ — Adjust Rear-view Mirror ☐ — Adjust Seat Properly ☐ — Check Effectiveness of Hand & Foot Brake ☐ — Check Windshield Wipers ☐ — Check Horn and All Lights # of Points	2. Leaving Curb Fails to: ☐ — Look Back to Check Traffic ☐ — Give Proper Signal (Mechanical or Hand) ☐ — Wait for Approaching Traffic # of Points
3. Turning Fails to: ☐ — Give Proper Signal (Mechanical or Hand) ☐ — Turn Carefully From Proper Lane # of Points	4. Backing Fails to: ☐ — Observe Surrounding Conditions ☐ — Back Slowly and Smoothly and Avoid Excessive Curb Contact # of Points
5. Controls Fails to: ☐ — Handle Vehicle Smoothly ☐ — Keep Both Hands on Wheel ☐ — Smoothly Engage Shifting Mechanism ☐ — Use Brakes Properly # of Points	6. Speed ☐ — Exceeds Limit ☐ — Too Slow for Traffic Conditions ☐ — Too Fast for Traffic Conditions # of Points
7. Position on Roadway ☐ — Follows too Closely ☐ — Fails to Hold Proper Lane ☐ — Straddles Lane Markings # of Points	8. Overtaking - Passing ☐ — Misjudges Speed of Oncoming Traffic ☐ — Passes in Intersection, on Hill, Curve, etc. ☐ — Cuts in too Soon ☐ — Fails to Signal (Hand, Light, Horn) When Conditions Warrant # of Points
9. Parking Fails to: ☐ — Avoid Violent Bumping of Other Cars or Excessive Scraping of Curb ☐ — Set Hand Brake ☐ — Cramp Wheels Where Necessary # of Points	10. Railroad and School Zones Fails to: ☐ — Obey Signals and Caution Warnings ☐ — Be Alert for Unusual Conditions # of Points
11. Attention Fails to: ☐ — Anticipate Hazardous Traffic Conditions (Including Pedestrians) ☐ — Keep Full Attention on Operation of Car ☐ — Limit Talking to Minimum ☐ — Observe Posted Signs or Signals # of Points	12. General ☐ — Nervous and Hesitant While Operating at Maximum Speeds Allowed on Open Highway ☐ — Lack of Caution ☐ — Timidity or Lack of Assurance Under Normal Driving Conditions # of Points

Remarks:

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
SMITH	RICHARD	W.	July 29, 1918	332-14-1994
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	
Federal Bureau of Investigation U.S. Dept. of Justice			Washington, D.C. 20535	

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB." THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

Richard W. Smith

DATE

February 7, 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

FEB 14 1968

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

135

STANDARD FORM No. 176-T
JANUARY 1968
(For use only until April 14, 1968)
176-101

INSTRUCTIONS TO EMPLOYING AGENCY

1. **Who must file.**—All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176-T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.
2. **Automatic cancellation of previously filed waivers.**—All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box C of SF 176-T, on or before that date.
3. **Employees failing to file.**—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box B, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.
4. **Review of completed forms.**—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major discrepancy such as a mark in more than one box.
(b) If the employee marked box A or box C, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:
Office of Federal Employees' Group Life Insurance
(Statistical Study)
4 East 24th Street
New York, New York 10010
(c) If the employee marked box B, detach and destroy the stub.
5. **Date of receipt and effective date.**—(a) Stamp date of receipt by employing office in the space provided for this purpose on both the Original and the Duplicate.
(b) The effective date is determined from the table below.
6. **Disposition of forms.**—(a) File the Original SF 176-T in the official personnel folder in all cases.
(b) Any necessary payroll change, with effective date, may be posted in the space reserved on the Duplicate for employing office.
(c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.
7. **Use of SF 176-T.**—SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

TABLE OF EFFECTIVE DATES

DATE SF 176-T RECEIVED BY EMPLOYING OFFICE	EMPLOYEE'S DECISION	EFFECTIVE DATE (IF NO WAIVER, SF 53, IN EFFECT)	
		OF DECISION	OF DEDUCTIONS
On or before February 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective February 14, 1968.	Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968.
	Declines optional (but not regular) (box B).	Declination effective February 14, 1968.	
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which February 14, 1968 falls.	Deductions stop last day of pay period in which February 14, 1968 falls.
After February 14 but not later than April 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective on date of receipt.	Deductions begin 1st day of 1st pay period beginning on or after date of receipt.
	Declines optional (but not regular) (box B).	Declination effective on date of receipt, but employee loses automatic optional protection on February 14, 1968.	
	Cancels previously elected optional (but not regular) (box B).	Cancellation effective last day of pay period in which received.	Deductions for optional stop last day of pay period in which received.
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which received.	Deductions stop last day of pay period in which received.

- NOTES: 1. Because regular insurance coverage and deductions are automatic unless waived (by checking box C), A and B elections do not affect regular insurance effective dates.
2. An employee for whom the agency files SF 176-T because he failed to file is deemed to have declined optional, but not regular, insurance.
3. An employee with an uncanceled waiver (SF 53) on file cannot be insured any earlier than the first day he is in duty and pay status in a pay period beginning on or after February 14, 1968; filing of an SF 176-T before that date will not cancel an SF 53 any earlier. Deductions begin the day he becomes insured.
4. The effective date of regular (and optional) insurance coverage for an employee who has been on leave without pay for more than 1 year is the first day he is in pay and duty status. Deductions are effective the same day.

REC-133

April 4, 1968

PERSONAL

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

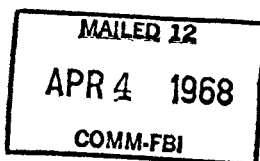
Dear Smith:

I am very pleased to advise that you have been afforded an Outstanding performance rating covering your services for the period April 1, 1967, to March 31, 1968. There is enclosed a copy of this rating which you may retain.

It also is a pleasure to inform you that in recognition of your superb services I have approved an incentive award for you and a check representing an award of \$450.00 will be forwarded to you at a later date. I sincerely appreciate the superior and devoted fashion in which you have discharged your responsibilities.

Sincerely,

J. Edgar Hoover



Enclosure

- 1 - Mr. Sullivan (Personal Attention)
- 1 - Payroll Distribution (Sent Direct)

You should personally present this award and should this not be possible or should presentation be unreasonably delayed by your absence official acting for you should present it. Inform employee net amount of check represents this award less withholding tax.

1 - [redacted] (Sent Direct)
LRH:jhb (6) Award #688-68
Based on memo Callahan - Mohr 4-2-68.

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

b6
b7c

254

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Mohr

DATE: 4-2-68

FROM : N. P. Callahan

SUBJECT: RICHARD W. SMITH
Section Chief - Research-Satellite Section
Domestic Intelligence Division

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

OUTSTANDING ANNUAL PERFORMANCE RATING

The purpose of this memorandum is to recommend SA Smith for recognition for his superior work in the last year as indicated by the attached Outstanding performance report.

It is certified that SA Smith has performed the most important functions of his position in a manner which exceeds the normal requirement and that this exceptional level of effectiveness is expected to continue indefinitely. In addition, he is completely available and his overtime has been satisfactory.

SA Smith EOD as Special Agent 9-8-41 and is in Grade GS 16, \$23,778. During the past year he was not subject of any administrative action.

A careful review of this agent's performance rating and personnel file indicates that recognition is justified and a cash award under the Incentive Awards Program would be appropriate.

RECOMMENDATION:

That SA Richard W. Smith be furnished a copy of his rating and afforded an incentive award of \$450.

67-144950-237
Searched _____ Indexed _____
1 APR 8 1968

Enclosures
LDH:pam (2)

PERMANENT BRIEF ATTACHED.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: RICHARD W. SMITH

Where Assigned: DOMESTIC INTELLIGENCE RESEARCH-SATELLITE
(Division) (Section, Unit)

Official Position Title and Grade: SUPERVISORY SPECIAL AGENT, GS-16
SECTION CHIEF - RESEARCH-SATELLITE

Rating Period: from APRIL 1, 1967 to MARCH 31, 1968

ADJECTIVE RATING: OUTSTANDING Employee's Initials _____
Outstanding, Excellent, Satisfactory, Unsatisfactory

Rated by: William C. Sullivan ASSISTANT DIRECTOR 3-4-68
Signature Title Date

Reviewed by: Carlo L. L. Lord ASSISTANT TO THE 4-1-68
Signature Title Date
DIRECTOR

Rating Approved by: [Signature] Assistant to 4-1-68
Signature Title Date
the Director

TYPE OF REPORT

☒ Official
☒ Annual

☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

9 APR 11 1968

67-144950-238

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee RICHARD W. SMITH

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
S Satisfactory (good or very good).
U Unsatisfactory.
O No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>+</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>+</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>+</u> (a) Investigative reports |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (20) Executive ability: |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (a) Leadership |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | <u>+</u> (d) Making decisions |
| <u>+</u> (14) Investigative ability and results: | <u>+</u> (e) Assignment of work |
| <u>+</u> (a) Internal security cases | <u>+</u> (f) Training subordinates |
| <u>+</u> (b) Criminal or general investigative cases | <u>+</u> (g) Devising procedures |
| <u>+</u> (c) Fugitive cases | <u>+</u> (h) Emotional stability |
| <u>+</u> (d) Applicant cases | <u>+</u> (i) Promoting high morale |
| <u>+</u> (e) Accounting cases | <u>+</u> (j) Getting results |
| <u>0</u> (15) Physical surveillance ability. | <u>+</u> (21) Ability on raids and dangerous assignments: |
| | <u>+</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (23) Ability to work under pressure. |
| | <u>+</u> (24) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

SECTION CHIEF

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

ADMINISTRATOR

- C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? NO 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? NO (If answer to either question is "yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? X Yes No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
 (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

OUTSTANDING

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

RICHARD W. SMITH
SUPERVISORY SPECIAL AGENT, GS-16

During the entire rating period Mr. Smith has been Section Chief of the Research-Satellite Section. This Section handles involved research matters and also supervises espionage, counterespionage, and intelligence investigations regarding the various countries in the Soviet bloc, with the exception of the Soviet Union. The work includes some of the most sensitive investigations handled by the Bureau.

1. PERSONAL APPEARANCE: Mr. Smith is always dressed immaculately, in a conservative manner, and presents a splendid personal appearance.
2. PERSONALITY: He has a warm, friendly personality, is highly intelligent and well read and creates an extremely fine impression.
3. ATTITUDE: He is extremely conscientious, always willing to do something extra and to see the job gets done. He is always available to overcome problems and his attitude is such that he inspires others.
4. PHYSICAL FITNESS: He has boundless energy and stamina, is able to put in long hours and is in superior physical condition.
5. RESOURCEFULNESS AND INGENUITY: Mr. Smith is able to meet problems and effect solutions. He is alert to changing conditions and is able to improvise and develop new procedures.
6. FORCEFULNESS AND AGGRESSIVENESS: He is forceful, tenacious and aggressive. He pursues objectives and sees that investigative tasks are vigorously pursued and effectively fulfilled.
7. JUDGMENT: He is intelligent, has good common sense and has shown superior judgment in performing his duties as a Section Chief.
8. INITIATIVE: The intelligence field is constantly changing and Mr. Smith has shown outstanding initiative in meeting problems and effecting new solutions.

RICHARD W. SMITH

9. PLANNING ABILITY: He has the ability to look ahead and prepare for future developments. He has shown an outstanding ability in meeting daily problems and planning future work.

10. ACCURACY: He is extremely conscientious and careful and pays meticulous attention to the accuracy of his own work and the work in his Section. He is called upon to review many sensitive and important papers and does this in an outstanding fashion.

11. INDUSTRY: He is extremely hard working, sets an outstanding example for others, and sees that all personnel of his Section make every effort to accomplish objectives.

12. PRODUCTIVITY: He pays very close attention to the work of his Section and produces an extremely large volume of work in an efficient fashion. His productivity is outstanding.

13. KNOWLEDGE OF DUTIES: He has a superior background in espionage and intelligence investigations and is extremely well versed in his duties as Section Chief. He utilizes his background in a most effective manner in handling the work of his Section.

14. INVESTIGATIVE ABILITY: He has a varied investigative background with long experience in the intelligence and research fields and does a superior job in handling the complicated and sensitive investigations under his jurisdiction.

15. PHYSICAL SURVEILLANCE ABILITY: He has personally participated in physical surveillances in the past and has done extensive research in this field. He has given direction to the preparation of monographs setting forth the most effective means known to the Bureau in conducting physical surveillances.

16. FIREARMS ABILITY: He has a superior knowledge of Bureau firearms and the rules and regulations pertaining to the use of firearms in the Bureau. He is in all respects most competent in this field.

17. DEVELOPMENT OF INFORMANTS: He has provided outstanding leadership in seeing that informant programs are properly developed in the work handled in his Section and has also in the past directed the preparation of monographs setting forth the best available methods known to the Bureau in the development of informants.

RECEIVED NO. 123456

18. REPORTING ABILITY: He has an exceptional command of the English language and his memoranda and correspondence and that prepared in his Section are concise, thorough, and to the point.

19. PERFORMANCE AS A WITNESS: As a result of his personal appearance, intelligence, and over-all ability, he could perform as a witness in an outstanding manner.

20. EXECUTIVE ABILITY: He has shown great leadership in the handling of the work of his Section, has shown a superior ability to handle personnel, and to make plans in connection with his work. He makes proper decisions quickly, assigns the work in his Section in an efficient and equitable manner, and has done a superior job in training subordinates. He is always alert in devising procedures, is himself emotionally stable and as a result, promotes high morale in his Section and is able to achieve results in the sensitive intelligence field.

21. ABILITY ON RAIDS AND DANGEROUS ASSIGNMENTS: His ability and emotional stability clearly enable him to participate in or lead raids and other dangerous assignments in a superior manner.

22. ORGANIZATIONAL INTEREST: He is extremely loyal and interested in the work of the FBI and is constantly seeking new methods to improve the Bureau's work.

23. ABILITY TO WORK UNDER PRESSURE: Mr. Smith has handled many extremely important assignments under short deadlines and has always shown an outstanding ability to work under heavy pressure.

24. DICTATION ABILITY: Mr. Smith has an excellent educational background, is articulate, conscientious, and does a superior job when dictating.

14. ADMINISTRATIVE ADVANCEMENT:

- (a) Agent is interested in administrative advancement. ☒ Yes ☐ No
- (b) Agent is completely available for administrative advancement. ☒ Yes ☐ No
- (c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No
- (d) If answer to (c) is "Yes," Agent's qualifications are considered
☐ very good ☐ excellent ☒ outstanding
- (e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) ☐ Yes ☐ No

Initials

REPORT OF MEDICAL EXAMINATION

FBI
88-112

1. LAST NAME—FIRST NAME—MIDDLE NAME Smith, Richard Warren			2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NO. 5-22-19	
4. HOME ADDRESS (Number, street or R.F.D., city or town, State and ZIP code)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 8-15-68	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 7/29/18		13. PLACE OF BIRTH Ill.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS WVNC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate col- umn; enter "NE" if not evaluated.)	ABNOR- MAL
	18. HEAD, FACE, NECK AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Audiology acuity under stems 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under stems 69, 60 and 67)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel move- ments, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Atherosclerosis, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulas, Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium tests under stem 78)	
	42. PSYCHIATRIC (Spec/any personality deviation)	
	43. PELVIC (Females only) (Check how done)	
	☐ VAGINAL ☐ RECTAL	

NOTES: (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

RESULTS	
15.0	HGB GMS
45	HCT %
9.2	WBC X10 ³
64	PLT X10 ³
33	LYMPH %
2	EOS %
1	BASO %
	MONO %
	PLATELET X10 ³

REC-137

67-44750-239

Searched _____ Numbered _____

10 OCT 29 1968

ENCLOSURE

3
llc

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES Example Type III Class 1 No defects noted
O—Restorable teeth I—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments		
R I G H T	X 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 X 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17	L E F T

45. URINALYSIS. A. SPECIFIC GRAVITY 1.020		46. CHEST X-RAY (Place, date, film number and result) 22161 - Normal Chest	
B. ALBUMIN neg	D. MICROSCOPIC occ. WBC	50. OTHER TESTS	
C. SUGAR neg	48. EKG See Report	49. BLOOD TYPE AND RH FACTOR Hyper. Cl., IVP - See Reports	
47. SEROLOGY (Specify test used and result) neg.			

OCT 31 1968

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 5'9"	52. WEIGHT 156	53. COLOR HAIR GRAY	54. COLOR EYES BLUE	55. BUILD. (Check one)	SLENDER	MEDIUM	HEAVY	OBESE	56. TEMPERATURE
57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)					
A. SITTING SYS. 150 DIA. 90	RECUM-BENT SYS. DIA.	C. STANDING (3 min.) SYS. DIA.	A SITTING 64	B. AFTER EXERCISE	C. 2 MIN. AFTER	D. RECUMBENT	E. AFTER STANDING 3 MIN.		
59. DISTANT VISION			60. REFRACTION			61. NEAR VISION			
RIGHT 20/20	CORR. TO 20/20	BY S.	CX	CORR. TO			BY		
LEFT 20/20	CORR. TO 20/20	BY S.	CX	50			BY		
62. HETEROPHORIA (Specify distance)									
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CY	PC	PD		
63. ACCOMMODATION		64. COLOR VISION (Test used and score)				65. DEPTH PERCEPTION (Test used and score)		UNCORRECTED	
RIGHT	LEFT	PIP 16						CORRECTED	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)				68. RED LENS TEST		69. INTRAOCULAR TENSION	
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	
RIGHT WV	/15 SV	15	/15	250 260	500 512	1000 1024	2000 2048	3000 2896	4000 4096
LEFT WV	/15 SV	15	/15	6000 6144	8000 8192				
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY									

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

Hypertensive Evaluation Pending

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE

P	U	L	H	E	S

77. EXAMINEE (Check)

- A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF AT-
TACHED SHEETS

PATIENT'S LAST NAME - FIRST NAME - MIDDLE NAME

REGISTER NO.

WARD NO.

SMITH RW
B7-29-18M5-22-19
FBI

8-15-68

AGE

SEX

(Check one)

50

M

☐ BEDSIDE, WHEELCHAIR,
OR STRETCHER☐ BED
PATIENT☐ AMBULATORY

EXAMINATION REQUESTED

REQUESTED BY

DATE OF REQUEST

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OBSERVATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

USN 83167
passage of small stone. Side not known.
Any residual or more stones?

FILM NO.

DATE OF REPORT

11 Sep 68

RADIOGRAPHIC REPORT

IVP: The skeletal structures, psoas shadows, flank stripe and gas pattern in the bowel are normal. The kidneys are of normal size. The renal calices, pelvis and ureters where seen are normal. There are no abnormal calcifications noted. There is no evidence of calculus.

IMP: Normal IVP.

J.P. SMITH

LCDR. MC. USN

tec

SIGNATURE (Specify location of laboratory if not part of requesting facility)

Standard Form 519A (Rev. Aug. 1954)
 Promulgated by Bureau of the Budget
 Circular A-32 (Rev.)

RADIOGRAPHIC REPORT

519-205

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

CLINICAL RECORD

CONSULTATION SHEET

REQUEST		
TO: <i>Hypertensive Clinic</i>	FROM: (Requesting ward, unit, or activity) <i>TIP (FBI)</i>	DATE OF REQUEST <i>15 Aug 68</i>

REASON FOR REQUEST (Complaints and findings)

*50 y.o. FBI agent c prev renal stone &
BP this annual PE 150/90 - Prev nl.
Please evaluate*

PROVISIONAL DIAGNOSIS

DOCTOR'S SIGNATURE <i>[Signature]</i>	APPROVED	PLACE OF CONSULTATION ☐ BEDSIDE ☐ ON CALL	☐ EMERGENCY ☐ ROUTINE
--	----------	--	--

CONSULTATION REPORT

5 September 1968

This is a 50 year old FBI special agent referred to this clinic because of the recent discovery of hypertension on a routine examination. The levels discovered were reported to be 150/90. His past history is remarkable in that approximately four years ago he had an episode of renal colic with passage of a small few mm. size stone. He states he does not recall the color of the stone, but passed only one. The stone was not analysed as far as he knows. He also does not recall which side the colic was on. There is no family history of kidney stones and there is no history of prior or subsequent renal stone problems. There is no history of renal symptoms or infection, pyuria, hematuria, or polyuria. In 1941 he had an episode of right lower quadrant pain which was thought to be appendicitis, but it subsided with no further trouble. He states that he does not recall any urinary symptoms at this time. There is a negative family history for hypertension. He has no spells suggestive of pheochromocytoma or primary aldosteronism. There is no history of myocardial infarction, claudication, cerebrovascular accident or angina.

Physical examination: He is a well-developed, well-nourished man in no acute distress. The weight is 152 pounds with clothes off and the height is 5'9". Pulse is 72 and regular, blood pressure in the right arm sitting is 145/85 and after five minutes standing in right arm 140/78. Blood pressure in the left arm sitting position is 138/80. Examination of the fundus reveals normal discs and normal arterioles. Examination of the peripheral vasculature reveals all pulsations to be 4+ and equal bilaterally except for 0 to 1 pulsation of the right

SIGNATURE AND TITLE <i>[Signature]</i>	DATE <i>9/5/68</i>	IDENTIFICATION NO. <i>[Blank]</i>	ORGANIZATION <i>[Blank]</i>
PATIENT'S IDENTIFICATION (If typed or written entries give: Name, last, first, middle; grade; date; hospital or medical facility)		REGISTER NO. <i>[Blank]</i>	WARD NO. <i>[Blank]</i>

SMITH RW 5-22-19
B7-29-1 PM FBI

8-15-68

CONSULTATION SHEET
Standard Form 513
513-104-02

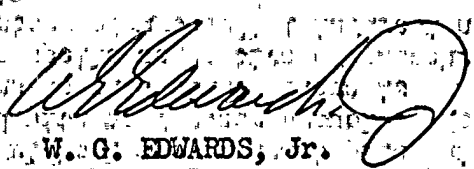
67-144950-239

dorsalis pedis pulse. The remainder of the examination is within normal limits. There is one additional historical aspect in that previous blood pressure recordings have been noted in his chart and are as follows: 1964 - blood pressure 130/80, 1965 - 114/92, 1966 - 118/72, 1967 - 120/72.

Impression at this time is that this patient probably does not have significant hypertension, although he may have some element of mild labile hypertension. It is felt, however, that he should have an intravenous pyelogram done at this time to evaluate the status of his stone problem, and to document if there are any residual stones present.

1. Nephrolithiasis, inactive

2. Doubt significant hypertension.



W.G. EDWARDS, Jr.

LT MC USNR

WGE/d

CLINICAL RECORD

ELECTROCARDIOGRAPHIC RECORD

PREVIOUS ECG

☒ YES

☐ NO

CLINICAL IMPRESSION

Routine

MEDICATION

☐ EMERGENCY

☐ BEDSIDE

☒ ROUTINE

☒ AMBULANT

AGE

SEX

RACE

HEIGHT

WEIGHT

B. P.

SIGNATURE OF WARD PHYSICIAN

DATE

50

M

Cauc

69"

152

Dr. Fox

8-15-68

RHYTHM

AXIS DEVIATION (QRS)

RATES

AURIC.

VENT.

INTERVALS

P WAVES

PR

QRS

QT

QRS COMPLEXES

RS-T SEGMENT

T WAVES

UNIPOLAR EXTREMITY LEADS (Specify)

PRECARDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

1) Minor non-specific T wave abnormalities
2) Slight A. arrhythmia

(Continue on reverse)

NO.

ECG

SIGNATURE

TITLE

DATE

PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)

REGISTER NO.

F.B.I.

WARD NO.

T-18

Smith, Richard W.

SA-FBI
UNMC

ELECTROCARDIOGRAPHIC RECORD

Standard Form 320

5-10-101

(Attach drawings to S. P. 307)

ENCLOSURE

67-144950-239

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Smith
Last

Richard
First

W.
Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☒ Yes ☐ No

If recommendation is based on a factor other than above standard, indicate basis _____

SA *Smith* was advised on *10/24/68* that it will be necessary for him to wear corrective glasses while driving a Government vehicle.

(Signature)

Donald E. Moore

10-144900-239

Desirable Weight Ranges for Males

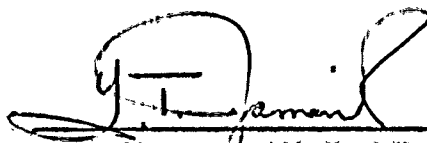
Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____



Signature of Medical Examiner

18 Aug 68
 Date



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

b6
b7C

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA Richard W. Smith	5-10-68	Domestic Intelligence Div.

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted] (in equal shares)	[Redacted]

Address

Same as above

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address

Very truly yours,

Payment Forwarded
Special Agents Insurance Fund

MAILED

J. Edgar Hoover, Director

Richard W. Smith
Special Agent

200

59

December 23, 1968
Washington, D.C.

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D.C.

Dear Mr. Hoover:

I am enclosing herewith my request for retirement effective at the close of business January 10, 1969. My Bureau service encompasses over 28 years. Of this period I have served over 27 years as a Special Agent.

My family and I have been immensely proud of my association with the FBI under your leadership. I know that they wish to join me in thanking you for this opportunity for service which you made possible. The Bureau, which is staffed with the highest caliber personnel, will always be important to us.

I am taking this action as I hope to continue with my education and to prepare myself for the years ahead. My residence address will remain 3809 Terrace Drive, Annandale, Virginia 22003.

In closing, I would like to extend my best wishes to you as Director of the FBI for many more years.

REC-142

67-144950-240

DEC 26 1968 27

Sincerely,

Richard W. Smith

Richard W. Smith
Special Agent

det in 4513 - mae
Enclosure
accept
HPM
1/7/3

ack'd
12/27/68
wecl/bb

Callahan
TE

RETIREMENT INFORMATION

Name: **Mr. Richard W. Smith**Date: **12-27-68**

APPLICATION

- ☒ The "Application for Retirement" will be forwarded by the Bureau to the Civil Service Commission (CSC) for approval.
- ☐ The enclosed "Application for Retirement" should be executed (or changed as indicated below) and promptly returned to the Bureau for forwarding to the Civil Service Commission (CSC) for approval. The information sheet attached to the application is for your records and you should detach it before sending in the application.

DEPOSIT OR REDEPOSIT

Making either a deposit or redeposit is optional. Such amounts are paid directly by you to CSC; therefore, it is possible that you have already made the deposit or redeposit indicated below without the Bureau's knowledge, having dealt directly with CSC. If so, you may ignore this matter now. If not, after a review of the approximate annuity figures shown below, should you decide to make a deposit or redeposit, you should request Bureau to forward Standard Form 2803 to you. This form should be returned to the Bureau.

- ☐ Not applicable.
- ☒ The deposit you may owe is a payment to the retirement fund to cover a period of service during which no retirement deductions were withheld from salary. Credit is given for service not covered by deductions; however, if the deposit is not paid, your annuity will be reduced each year by 10% of the amount due as deposit. The amount you may owe is approximately \$ **137**.
- ☐ The redeposit you may owe is a payment to the retirement fund to cover a period of service for which retirement deductions were withheld from your salary but later refunded to you following your separation from civilian employment. No credit is allowed in the computation of annuity for the period of service covered by the refund unless redeposit is made. The amount you may owe is approximately \$ _____.

ANNUITY

Annuities are computed on full months of service. The estimated annuity below is based on your ☒ Bureau service **28** years, **8** months and **20** days. ☐ other civilian Government service and/or ☐ military service known to us, totalling _____ years, _____ months and _____ days. CSC makes the official computations and determines whether prior service is creditable, advising you direct the exact amount of your annuity. The figures below are only estimates, and they do not take account of deduction for health insurance coverage. You should receive the first annuity check about 2 months after separating from the Bureau's rolls.

TYPES OF ANNUITY

Married applicants only

	With Deposit	Without Deposit	With Redeposit	Without Redeposit	With Deposit & Redeposit
☒ Reduced Type of Annuity with benefit to Widow or Widower	\$ 930	\$ 929	\$ _____	\$ _____	\$ _____
☒ Annuity Without Survivor Benefit	\$ 1008	\$ 1007	\$ _____	\$ _____	\$ _____

Unmarried applicants only
(Including Widowed or Divorced)

☐ Annuity without Survivor Benefit	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
☐ Reduced Annuity with Benefit to Person having an Insurable Interest	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
☐ Survivor Annuity (55% of all or whatever portion of your earned annuity you specify) plus annuity for each eligible child.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

SEPARATION FROM ROLLS

Since you ☒ will cease active duty ☐ ceased active duty on **1-10-69** your annuity will commence **1-11-69** immediately following the ☒ cease active duty date or ☐ expiration of current accrued annual leave on _____ earned through _____. Item B4 on application ☐ changed to ☐ should be changed to close of business _____. If annual leave was or will be used by you subsequent to _____, this date will change and the Bureau should be immediately advised.

- ☐ If retirement is for disability, separation takes effect after the approval of CSC is received by the Bureau or after the expiration of accrued sick leave, whichever occurs later. Under Internal Revenue Service regulations, some sick pay and disability income is not taxable; thus, you may be able to exclude from Federal income tax liability all or a part of the payments you receive for sick leave used and for annuity received as a disability annuitant. Any such exemption would terminate when you reach normal retirement age. Questions you may have as an annuitant regarding your income tax liability or privileges can be answered by the Internal Revenue Service.

- ☒ You will receive a lump-sum payment for your accumulated annual leave in the approximate amount of \$ **7125**. A deduction for Federal income tax has been made from this estimate.

***Bureau records show that you have 5 days and 7 hours of current accrued annual leave to use before 1-10-69 or forfeit. This leave may be used by ceasing active duty close of business 1-2-69 instead of 1-10-69 with effective date of separation remaining 1-10-69. Advise immediately of your decision.**

ENCLOSURE

67-144950-240

3/10/69

FEDERAL EMPLOYEES' GROUP LIFE INSURANCE

- ☐ Records show you elected Optional Insurance of \$10,000 and have Regular Insurance of \$ _____.
- ☒ Records show you declined Optional Insurance but are covered by Regular Insurance of \$ 28,000.
- ☐ Records show you waived both Regular and Optional Insurance.

You may continue your group life insurance coverage following retirement or convert such insurance to an individual life insurance policy without being required to undergo a physical examination. Conversion to an individual life insurance policy necessitates paying the usual premium for a person of your age and class of risk. If you decide to convert, the Bureau should be immediately advised. Otherwise, SF-56, "Agency Certification of Insurance Status," will be forwarded to CSC and a copy sent to you. If you elect to continue Regular Insurance coverage, such protection will continue premium free until you reach age 65. At that time coverage will be reduced 75% (at 2% per month) by the time you reach age 68 years and 2 months. The remaining 25% is also premium free for the remainder of life. Optional Insurance of \$10,000, if continued after retirement, will be at full premium cost until you reach age 65. Thereafter, it is cost free for the remainder of life and commencing at age 65 it will be reduced 75% at the same rate as Regular Insurance. The premium cost for Optional Insurance for all employees up to age 34 is \$78 per year, from age 35 through 54 it is \$156 per year, and from age 55 to age 65, the cost increases to \$520 per year. Optional Insurance coverage may be waived at any time by notifying CSC and you may still keep your Regular Insurance. Following retirement, double indemnity benefits concerning accidental death and dismemberment no longer exist for either Regular and Optional Insurance.

Note: If the annuity of an insured retired employee is terminated under any applicable law or regulation, his regular and/or optional life insurance coverage stops on the date of such termination, with no conversion rights thereafter.

DESIGNATION OF BENEFICIARY, STANDARD FORM 54, FEDERAL EMPLOYEES' GROUP LIFE INSURANCE

Designation filed:

- ☒ No. Beneficiary will be in order of precedence used by United States Government, i.e., (1) widow or widower, (2) children, (3) parents, etc.
- ☐ Yes; beneficiary designated as _____.
- This designation is being forwarded to CSC and it will remain valid unless changed or canceled. Contact CSC for any change desired following retirement.

FEDERAL EMPLOYEES HEALTH BENEFITS ACT OF 1959

- ☐ Records show you elected not to enroll.
- ☒ Records show you enrolled in the following plan:
- ☐ Government-wide Service Benefit Plan (Blue Cross - Blue Shield)
 - ☐ Government-wide Indemnity Benefit Plan (Aetna Life Insurance Company)
 - ☐ Comprehensive Medical Plan
 - ☒ Special Agents Mutual Benefit Association (SAMBA)

Note: The life insurance you have under this plan will continue in force for 6 months following your last semi-annual premium payment. If you desire to continue the protection beyond this time, you may do so without a physical examination. You may elect to continue up to age 70 at group rates a specific amount of your SAMBA Life Insurance. If you presently carry \$3,000 of life insurance with SAMBA, you may continue \$1,000 after you retire at a cost of \$2.25 semiannually. If you presently carry \$7,000 to \$11,000, you may continue \$3,000 at a cost of \$11.25 semiannually. If you presently carry \$11,000 or over, you may continue \$6,000 at a cost of \$27.45 semiannually. The life insurance that cannot be continued with SAMBA can be converted to a regular policy with Prudential. At age 70 you may convert the amount of life insurance carried with SAMBA to a regular policy with Prudential.

Your desire in respect to your SAMBA life insurance at retirement should be communicated in writing to SAMBA 1720 Massachusetts Avenue, Northwest, Washington, D. C. 20036. If you have Dependents Group Life Insurance, this will continue until the next semiannual premium is due (1-10 or 7-10), with a 31-day grace period. You may convert the insurance on your spouse to an individual policy with The Prudential Insurance Company of America without a medical examination. The premium will be the same as if your spouse applied for an individual policy at that time. You may make the necessary conversion arrangements through the nearest Prudential Office.

Unless you cancel your present enrollment, you will remain under your health benefit plan after retirement, and your enrollment will be transferred to CSC. The cost of your share of the plan will be deducted from your annuity by CSC.

Enrollment of an employee who dies while he is enrolled "for self and family" continues for his family if at least one family member is entitled to an annuity as the survivor. If the survivor annuitant is the only eligible family member, the retirement system will automatically change the enrollment to "self."

The original of Standard Form 2810, "Notice of Change in Enrollment Status," will be forwarded to you by the Bureau at a later date.

SPECIAL ACCIDENT AND TRAVEL INSURANCE (SATI)

If you are a member of SATI, after your retirement you may continue but not increase coverage up to a maximum of \$25,000 until the age of 75 at the annual rate of \$.25 per thousand. If you have coverage on your wife and children, it will continue only until the next premium is due, and cannot be renewed. Further information on SATI can be secured by writing Wright and Co., 1001 Connecticut Avenue, Northwest, Washington, D. C. 20036.

ENCLOSURES

- ☐ Standard Form 2801, "Application for Retirement"
- ☒ Standard Form 8, "Notice to Federal Employee About Unemployment Compensation"
- ☒ Pamphlet, "Your Retirement System."
- ☐ Standard Form 2801-B, "Physician's Statement," for disability retirement.

✓H
December 27, 1968

PERSONAL

REC-132

Mr. Richard W. Smith
Federal Bureau of Investigation
Washington, D. C.

W/S prep
12-30-68
Jed [signature]

Dear Smith:

I have received your letter of December 23, 1968, enclosing an application for retirement which will be forwarded to the Civil Service Commission.

As your career in the Federal Bureau of Investigation comes to a close, I want to take this occasion to express my gratitude for the faithful application to duty which has characterized your long service. I am sure your impressive record of accomplishments will always be a source of real satisfaction to you.

added
12/27/68

44
ENCLOSURE
It is my hope that retirement will fulfill all of your expectations, and Mrs. Smith and you have my best wishes for a full measure of happiness in the years to come.

b6
b7C

WEC:klb
(8)
Sincerely,
J. Edgar Hoover

1 - [redacted] Voucher-Statistical Section (Sent Direct)
1 - [redacted] Last physical on 8-15-68)

1 - Mr. Jones--SA Smith's tentative cease active duty date is 1-10-69. Place on Special Correspondents' List. Forwarding address: 3809 Terrace Drive, Annandale, Virginia 22003. EOD as Messenger 7-8-40; as SA 9-8-41.
1 - Mr. Sullivan (Personal Attention)(Enclosure) There is attached a copy of Form 3-496 for your information. Advise date he will cease active duty.
SA Smith will be interviewed in the Personnel Section and provided with pertinent retirement information.

NOTE: SA Smith is qualified by age and service for retirement under liberalized provisions of the Civil Service Retirement Act. He is assigned as an Agent, Domestic Intelligence Division, in GS-16, \$25,879 per annum.

MAILED 21
DEC 27 1968
COMM-FBI

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM
JAN 2 1969

Report of Exit and Separation
FD-193 (Rev. 7-22-68)TO: C. D. DeLoach
FROM: W. C. Sullivan

DATE: December 23, 1968

Name of Employee Richard W. Smith	EOD Date 7/8/40	Title Section Chief
Last Local Address 3809 Terrace Drive Annandale, Virginia 22003	Forwarding Address (include Zip Code, if known) 3809 Terrace Drive Annandale, Virginia 22003	
Cease-active-duty Date (hour and last day physically at work) 5:30 p.m., 1/10/69	Working Hours (include workweek if other than Monday - Friday) 9:00 a.m. - 5:30 p.m.	
Interview Conducted By (Signature) <i>William C. Sullivan</i>	Title Assistant Director	
LEAVE DATA Leave category ☐ 4 ☐ 6 ☒ 8 Hours of accrued leave employee will have at close of business on cease-active-duty date. AL 720 SL 1746 Hours of accrued annual leave carried over at beginning of current leave year. AL 720 If employee has been granted advanced leave, indicate number hours owed at close of cease-active-duty date. AL SL		

Read Before Interviewing

The exit interview, to be beneficial, must be conducted as promptly as possible after receipt of resignation. Where it involves a clerical employee, it shall be conducted by the Agent supervisor under whose jurisdiction the employee works. Where it involves a Special Agent, each SAC shall personally conduct the exit interview. In the absence of the SAC, the exit interviews should then be conducted by the official in the field office who is acting for him. In every instance the exit interview form shall indicate the name of the official who actually conducted the interview and the form must be signed by him above in the space provided. There are to be no exceptions. The interview should be conducted in adequate privacy with adequate time. It should be designed to supplement resignation, to obtain real, motivating reason for resignation, to serve as basis for (1) information supplied by Bureau upon request by State Unemployment Compensation Boards, (2) accurate analysis of turnover, (3) determining necessary or desirable organizational improvements, and (4) permitting a recorded recommendation regarding future reinstatement. Many times, an exit interview, properly and promptly conducted, results in saving a valuable employee. On involuntary separations, the exit interview is designed to record the reason and any pertinent comments, it being assumed the recommendation would be unfavorable for reinstatement.

REASONS GIVEN FOR SEPARATION (Check block applicable)

1. Military ☐
2. Other employment (Check both reason and type)
Reason:
☐ a. Promotional prospects or better salary
☒ b. Enter different field
☐ c. Vicinity of home
Type:
☐ a. Other Government employment
☐ b. Private industry
☐ c. Self-employment
(unknown)
3. Transfer ☐ failure to obtain ☐ unable to accept
4. Personal
☐ a. Living costs
☐ b. Transportation
☐ c. Poor health (self)
☐ d. Poor health (family)
☐ e. Marriage
☐ f. Maternity (See also item E)
☐ g. Attend school
☐ h. Change of residence (husband or family moving)
☐ i. Housewife or child care
5. Involuntary
☐ a. Dropped from rolls ☐ with prejudice ☐ without prejudice
☐ b. Resignation requested
☐ c. Dismissed with prejudice
6. Voluntary resignation accepted with prejudice ☐
7. Retirement ☒ optional (include liberalized) - give reason
☐ disability
8. Other (Explain under Comments)

- A. 1. Did employee resign prior to expiration of any agreement made, such as in connection with initial appointment, special training, official transfer, foreign assignment, etc.? ☐ Yes ☒ No
2. Did employee violate terms under transfer agreement 3-34b, FD-382, Foreign Assignment, or Government Employees Training Act, FD-375? ☐ Yes ☒ No
3. If State or Government (clerical employee) did employee resign within 100 days of entrance on duty? ☐ Yes ☒ No
4. If answer to either question 2 or 3 above is "yes":
a. ☐ Advised employee and money due being held in abeyance until determination is made as to any indebtedness.
b. ☐ Advised Bureau of resignation, Attention Voucher-Statistical Section on _____
by ☐ teletype ☐ radiogram ☐ telephone.

(over)

B. Does employee have any specific suggestion for improving the organization? ☒ No ☐ Yes If so, explain. (In the event the suggestion is new, it should be presented to the Bureau for consideration. If previously considered by Bureau and adopted or turned down the employee should be so advised.)

RECEIVED
FBI

C. Has employee been cautioned about divulging confidential information acquired in job? ☒ Yes ☐ No Failure to abide by this provision violates Department of Justice regulations and may violate certain statutes providing maximum severe penalties of a \$10,000 fine or 10 years' imprisonment, or both.

VOUCHER STATISTICAL

D. All Government property, documents made or received while in the FBI's service, including FBIRA card, will be collected on date employee ceases active duty (exceptions: commendation, censure or promotion letters or copies of expense vouchers, etc.).
☒ Yes ☐ No

E. If employee is resigning for maternity purposes, appropriate block must be marked:

☐ Employee does not desire payment for accrued sick leave as she will not be incapacitated for duty after indicated cease-active-duty date.

☐ Doctor's certificate attached indicating (1) employee is incapacitated for duty after indicated cease-active-duty date, and (2) expected date of confinement.

☐ Doctor's certificate attached indicating employee can safely continue working to date specified. (Applicable to those cases where the employee desires to work up to less than 6 weeks before expected date of delivery.)

F. Was employee instructed that if enrolled in a health benefits plan his coverage continues temporarily for 31 days from the termination of his health benefits enrollment and during that time employee is eligible to convert to an individual contract. If employee converts to an individual plan there is no waiting period for any benefits.
☒ Yes ☐ No

G. Was employee instructed to furnish forwarding address to all firms with which accounts or business transactions have been established? ☐ Yes ☐ No Was employee urged to satisfactorily pay his (her) just debts? ☐ Yes ☐ No

H. Comments: (Please state specific individual reason in explanation of check on other side of form. Set out if it can possibly be obtained, (1) re employment - information as to where the other employment will be, its nature, the salary that will be paid and when it will begin; (2) re school - date employee proposed to enroll.)

This employee plans to resume his education with the intention of becoming a teacher at a later date.

I. Has there been any substantial change in employee's work performance record since submission of last performance rating?
☒ No ☐ Yes If "Yes" give current adjective rating and basis for change.

J. Recommendations re reinstatement: ☒ Yes ☐ No (If No, explain why)

Mr. Smith has been an outstanding employee, -loyal, hard-working, aggressive, competent and efficient.

January 2, 1969

Honorable Andrew E. Ruddock
Director
Bureau of Retirement and Insurance
Civil Service Commission
Washington, D. C. 20415

RE: RICHARD W. SMITH
SPECIAL AGENT
REQUEST FOR RETIREMENT
EFFECTIVE JANUARY 10, 1969

*Ret off ch 1-17-69, cad ch 1-10-69
when event on 2400? then
1-17-69, Annuitant to comm.
1-11-69, per [redacted]
us, ff, re, SF51
per 1-24-69
ff sent
1-27-69
slc*

Dear Mr. Ruddock:

Enclosed is an Application for Retirement executed by the above-named individual who has indicated that he desires his retirement to be effective on the date shown above. A copy of his Form 2806 is also enclosed.

During his service with this Bureau, he has participated in the investigation of violations of laws of the United States and has performed duties of a hazardous nature. His services have been entirely satisfactory and he has met the requirements necessary to retire under the provisions of Section 6(c) of the Civil Service Retirement Act, as amended.

In accordance with the action of the Attorney General delegating authority to me to make appropriate recommendations in connection with applications for retirement from employees of the Federal Bureau of Investigation, I hereby recommend that this Special Agent's retirement be approved.

Sincerely yours,

REC-140

John Edgar Hoover
Director

67-144950-251
Searched _____ Numbered _____
2 JAN 7 1969
[Signature]

b6
b7C

Enclosures (2)

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

GB:njd

(8)

MAIL ROOM ☐ TELETYPE UNIT ☐

1 - [redacted] 4746

1 - [redacted] 4513

1 - Mr. Row, 6221 IB

1 - Mr. Jones, 4264

1 - Movement, 5524

NOTE: Active duty to cease 1/10/69; retirement effective same date.

*delivered MTA 1-6-69
gh*

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date January 10, 1969I certify that I have ~~XXXXXX~~ returned the following Government property for official use:

Badge with Case, No. 2318 ✓
 Commission Card with Case No. 2730 ✓
 Manual of Rules and Regulations No. 1477 ✓
 Manual of Instructions No. 5818 ✓
 Agents Brief Case ✓
 S&W Military and Police Revolver No. 200922 ✓
 Holster & Adapter ✓
 FBI Handbook No. 3402 ✓
 Parking Permit Space #59, 11th Street Court ✓
 Supervisors' Manual #140 ✓
 Inspectors' Manual, Field #690 ✓
 FBI Identification Card #S09113 ✓
 SOG Inspectors' Manual #121 ✓
 Position Classification Manual #60 ✓
 Key to Front Door 9th & D. Building ✓
 Key to Elevator 9th & D. Building ✓
 Key to Internal Doors 9th & D. Building ✓
 GTR's A3925/371 - thru A3925, 380 - 3,925, 371 - 2 3,925, 380
 FBIRA Card ✓

rtd to
 A.W. GRAY

rtd to Gray -

rtd to Gray

Property listed
 - not checked as
 indicated
 11/10/69

File
 3/12

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

JAN 13 1969

59

Very truly yours,

(Signature)

Richard W. Smith

(Typed name)

Richard W. Smith

MEDICAL REPORTS

Personnel File of SMITH, RICHARD W.

Personnel File No. _____



3/25

67-NOT RECORDED

1 15 10 500

50

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG	
CLINICAL IMPRESSION <i>Routine</i>						MEDICATION		☒ YES	☐ NO
								☐ EMERGENCY	☐ BEDSIDE
								☒ ROUTINE	☐ AMBULANT
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE
50	M	Cons	69"	152		<i>[Signature]</i> Fox			8-15-68
RHYTHM						AXIS DEVIATION (QRS)		RATES	
								AURIC. VENT.	
INTERVALS						P WAVES			
PR						QT			
QRS COMPLEXES									
RS-T SEGMENT						T WAVES			
UNIPOLAR EXTREMITY LEADS (Specify)									

PRECORIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

- 1) Minor non-specific T wave abnormalities
- 2) Slight A. arrhythmia

(Continue on reverse)

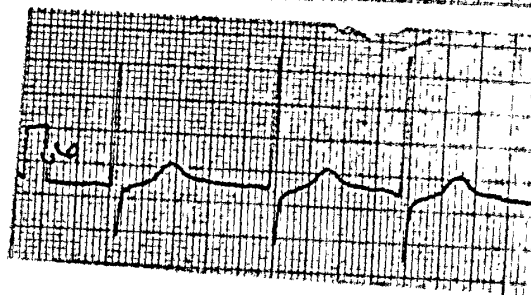
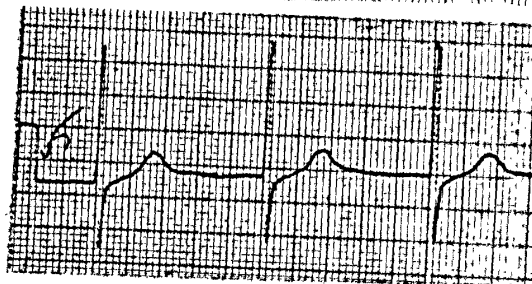
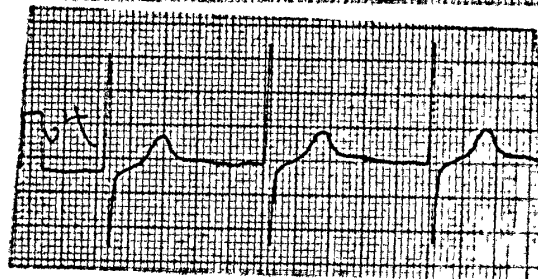
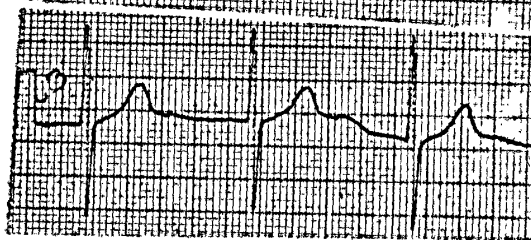
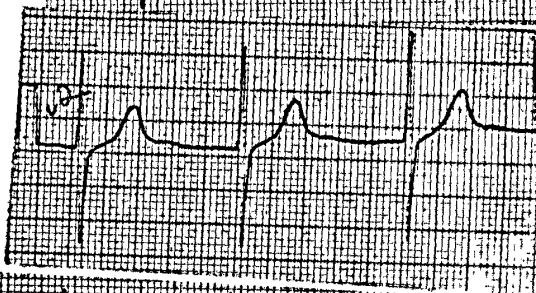
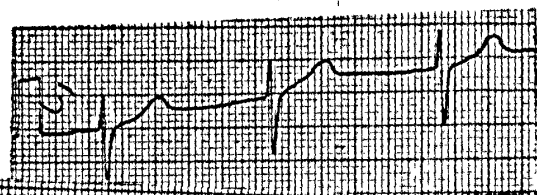
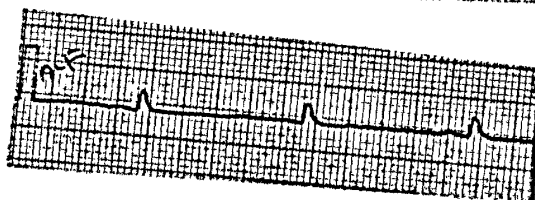
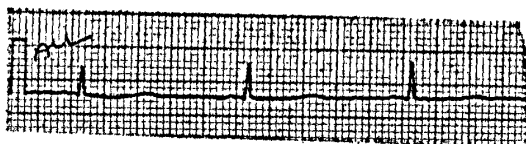
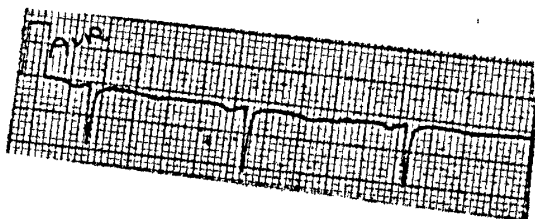
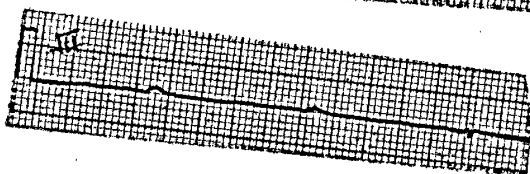
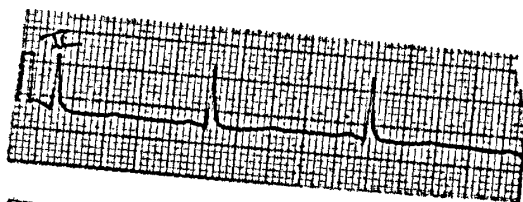
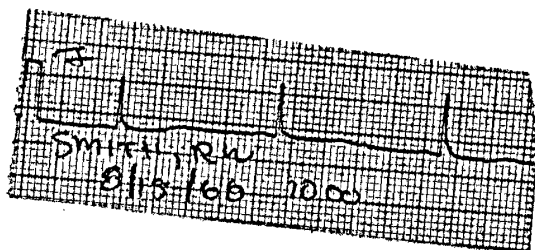
NO.	SIGNATURE	TITLE	DATE
ECG	<i>[Signature]</i>		
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.

Smith, Richard W.
SA-FBI
NNMC

F.B.I.

T-18

ELECTROCARDIOGRAPHIC RECORD
Standard Form 320
520-101
(Attach tracings to S. P. 507)



CLINICAL RECORD		ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☒ YES ☐ NO	
CLINICAL IMPRESSION <i>Routine</i>				MEDICATION		☐ EMERGENCY ☐ DEBILIT ☒ ROUTINE ☐ UNUSUAL	
AGE <i>49</i>	SEX <i>M</i>	RACE <i>Cauc</i>	HEIGHT <i>69"</i>	WEIGHT <i>152</i>	U P	SIGNATURE OF WARD PHYSICIAN	
RHYTHM						AXIS DEVIATION (QRS)	
INTERVALS						RATES AURIC. VENT.	
QT						P WAVES	
QRS COMPLEXES						T WAVES	
RS-T SEGMENT							

DATE
8-28-67

UNLEAD EXERCISE LEADS (Specimen)

UNLEAD EXERCISE LEADS (Specimen)

REMARKS, CRITICAL CHANGES, AND IMPLICATIONS:

*Minor non specific T changes
 otherwise WNL*

(Continue on reverse)

NO. <i>556420</i>	SIGNATURE <i>[Signature]</i>	TITLE	DATE <i>9/1/67</i>
REGISTER NO. <i>FBI</i>		WARD NO. <i>T-18</i>	

*SMITH, RICHARD W.
 SA-FBI
 NNAAC*

ELECTROCARDIOGRAPHIC RECORD
 Standard Form 320
 (Revised 1-67)

CLINICAL RECORD								ELECTROCARDIOGRAPHIC RECORD				PREVIOUS RECORD	
CLINICAL DESCRIPTION								EXAMINATION				WAVE	120
AGE <u>48</u> SEX <u>M</u> RACE <u>W</u> HEIGHT <u>68</u> WEIGHT <u>130</u>								HEART <u>130</u>				☐ NORMAL ☐ ABNORMAL	☐ NORMAL ☐ ABNORMAL
INTERVALS								P-R-T DEVIATION (QRS)				DATE	9-14-66
P-R-T								P WAVES				ALB	VENT
QRS COMPLEXES								T WAVES					
P-R-T SEGMENT								T WAVES					
UNUSUAL OR EXTREMELY LEADS (specify)													

UNUSUAL OR EXTREMELY LEADS (specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS

WITHIN NORMAL LIMITS

NO SIGNIFICANT CHANGE SINCE 9/20/65

(Continue on reverse)

NO

ECG

SIGNATURE

TITLE

DATE

PATIENT'S IDENTIFICATION (This typed or written entries give: Name, last, first, middle, grade, date, hospital or medical facility)

WAVE (TR)

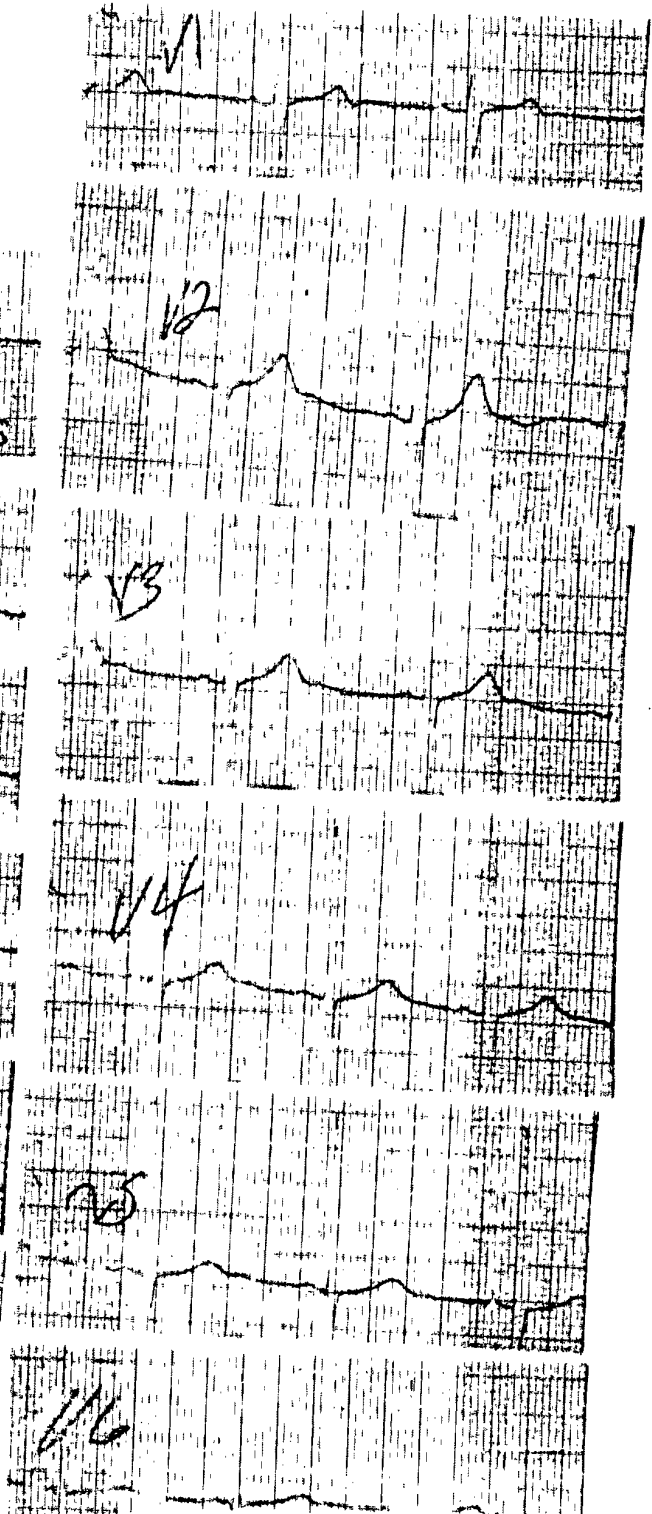
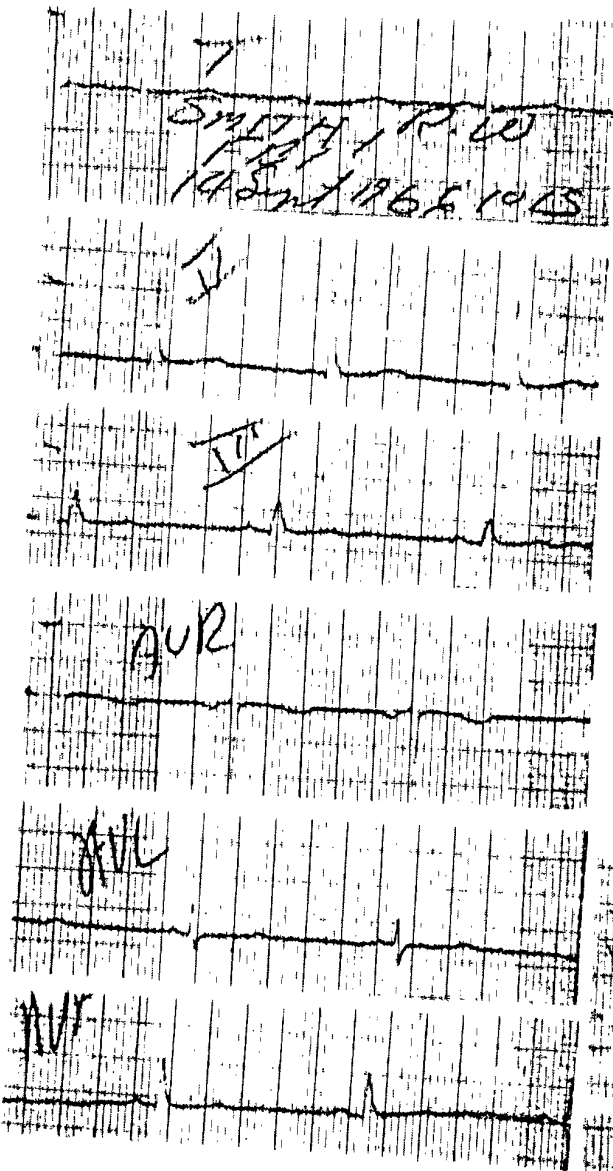
WAVE (TR)

SMITH, RICHARD W.

10-1-66

10-1-66

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520



PREVIOUS E.C.G.

CLINICAL RECORD

ELECTROCARDIOGRAPHIC RECORD

CLINICAL IMPRESSION

MEDICATION

PREVIOUS ECG

YES

NO

EMERGENCY

ROUTINE

BEDSIDE

STAYING

AGE

SEX

RACE

HEIGHT

WEIGHT

R.P.

SIGNATURE OF WARD PHYSICIAN

DATE

11 M

INTERVALS

PR

QRS

QT

QRS COMPLEXES

RS SEGMENT

AXIS DEVIATION (QRS)

PAT'S

AUD

VENT

P WAVES

T WAVES

OTHER THAN EXTREMELY LEAD (in R)

PREF. CRIBAL LEADS (in R)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS

WITHIN NORMAL LIMITS
NO SIGNIFICANT CHANGE SINCE

(Continue on reverse)

NO

ECG

SIGNATURE

TITLE

DATE

PATIENT'S IDENTIFICATION (For typed or written entries give: Name - last, first, middle, grade, date, hospital or medical facility)

REGISTER NO

WARD NO

Smith, Richard W.

FBI

W.M.C.

ELECTROCARDIOGRAPHIC RECORD

Standard form 520

(Which includes 9-1-507)

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION						MEDICATION				☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN				DATE	
	M									12/11/61 @ 1045	
RHYTHM						AXIS DEVIATION (QRS)				RATES	
Normal sinus						+45				AURIC. VENT. 60	
INTERVALS						P WAVES					
PR .16 QRS .08 QT .40						Normal					
QRS COMPLEXES											
Normal											
RS-T SEGMENT						T WAVES					
Prominent U wave						Depressed III					
UNIPOLAR EXTREMITY LEADS (Specify)											

PRECARDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

1. Within normal limits

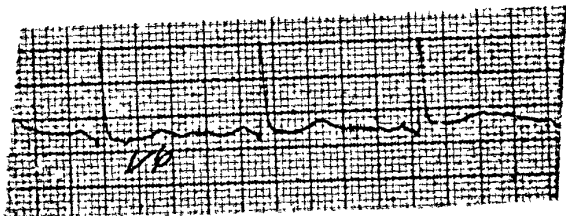
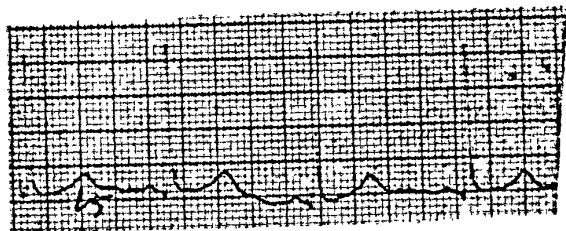
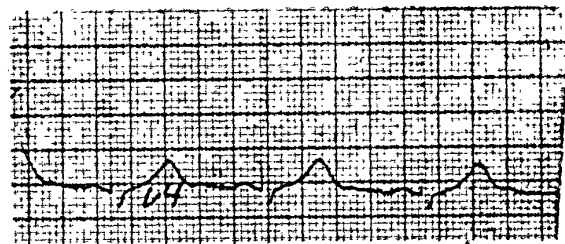
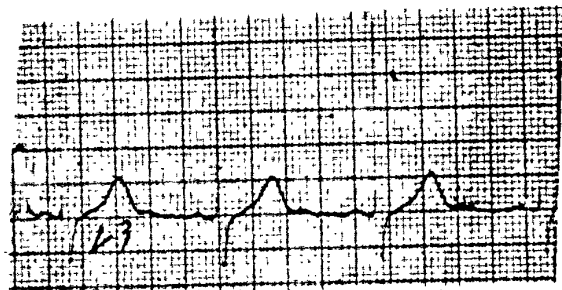
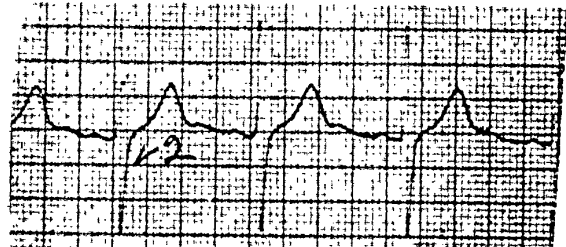
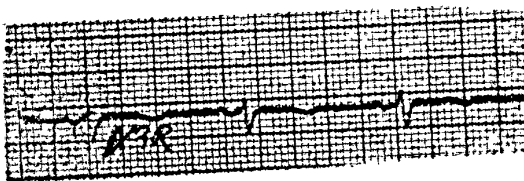
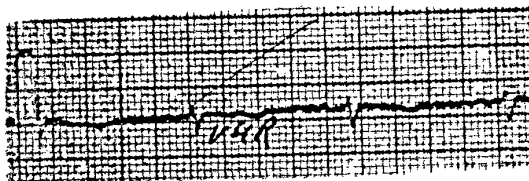
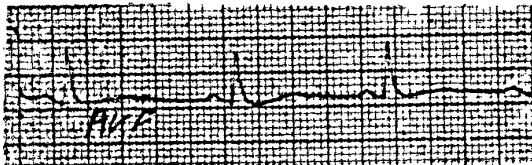
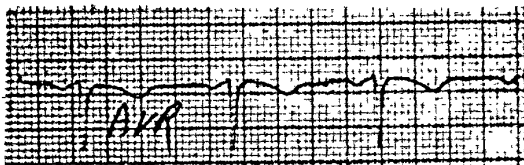
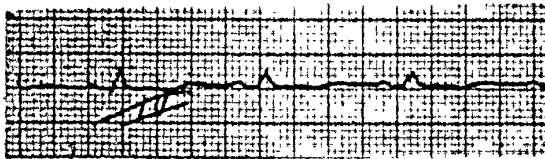
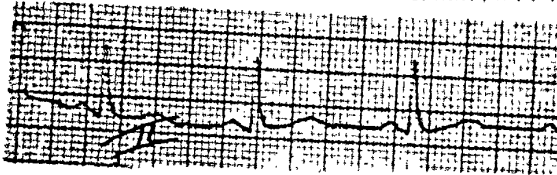
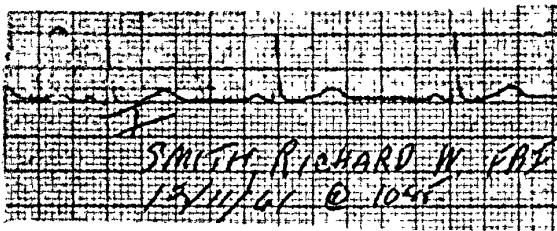
(Continue on reverse)

NO. ECG	SIGNATURE P.G. LINAWEAVER/js	TITLE LCDR MC USN	DATE 1/28/62
PATIENT'S IDENTIFICATION (For typed or written entries give: Name--last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO. ST.CL.

SMITH RICHARD W FBI
USNH NMMC BETHSEDA, MD

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
520-104
(Attach tracings to S. F. 507)

20912 2-20-61



PREVIOUS ECG

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG	
CLINICAL IMPRESSION						MEDICATION				☒ YES	☐ NO
										☐ EMERGENCY	☐ BEDSIDE
										☒ ROUTINE	☒ AMBULANT
AGE	SEX	RACE	HEIGHT	WEIGHT	B P	SIGNATURE OF WARD PHYSICIAN					DATE
46	M	Cauc.	68 1/2	150							10-6-64
RHYTHM						AXIS DEVIATION (QRS)				RATES	
										AURIC. VENT.	
INTERVALS						P WAVES					
PR						QRS				QT	
QRS COMPLEXES											
RS-T SEGMENT						T WAVES					
UNIPOLAR EXTREMITY LEADS (Specify)											

PRECARDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

Within normal limits. No change since 10-23-63.
Minor non-specific T-wave flattening persists.

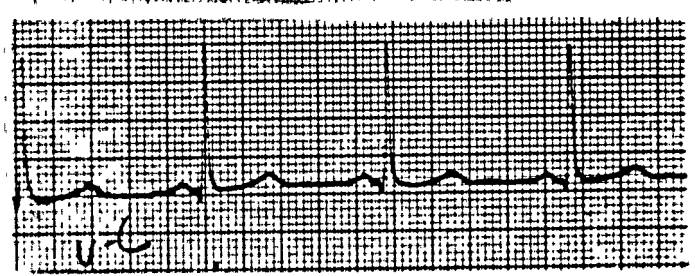
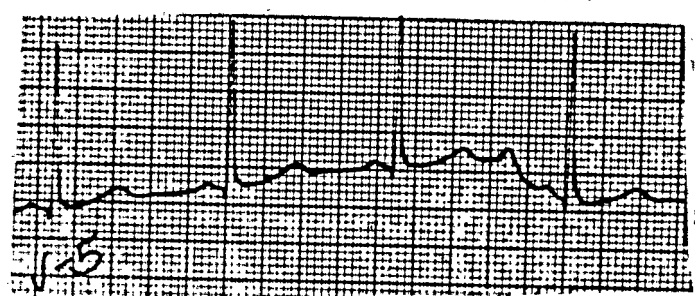
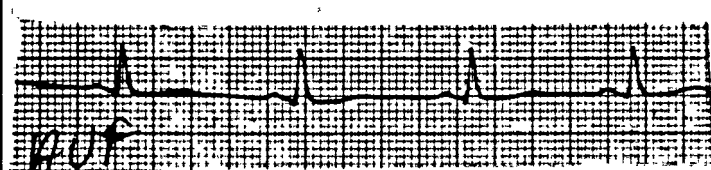
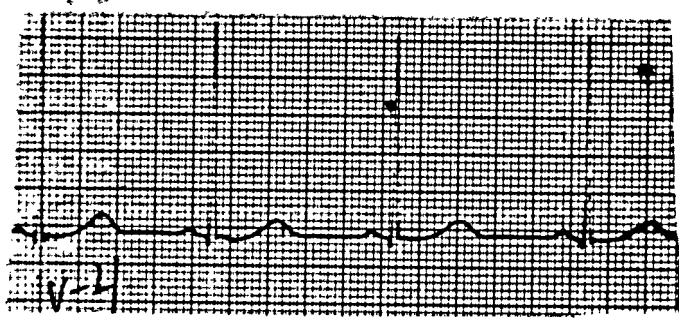
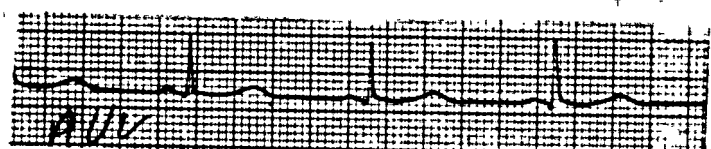
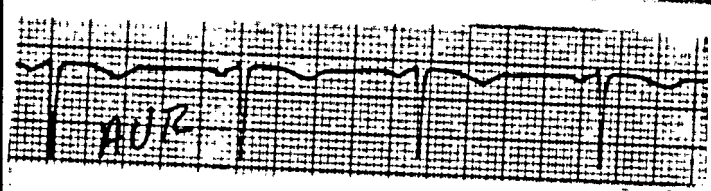
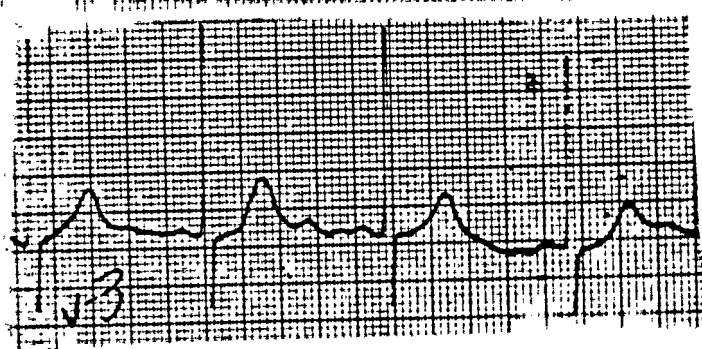
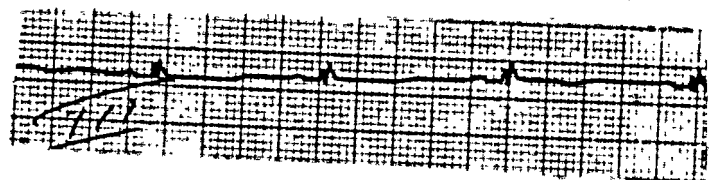
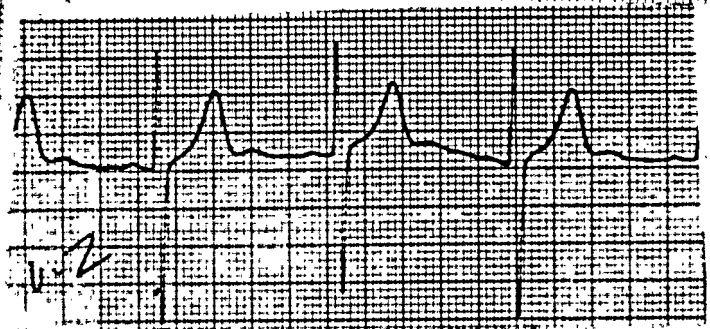
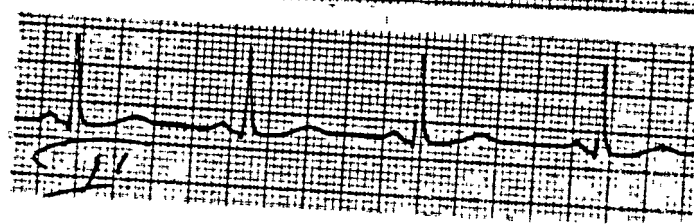
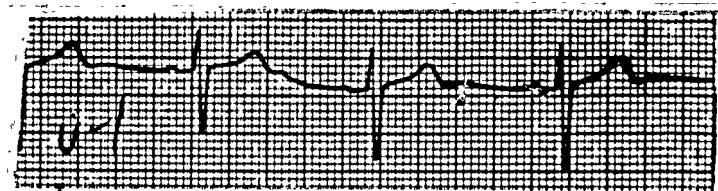
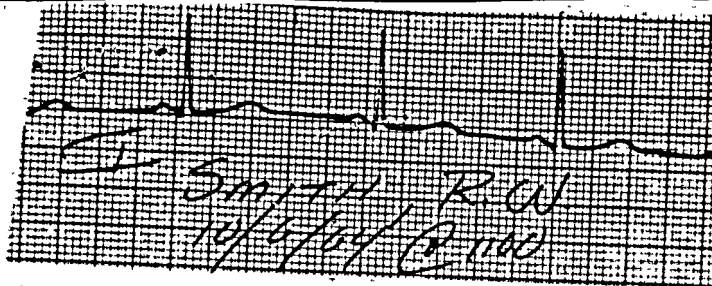
(Continue on reverse)

NO.	SIGNATURE	TITLE	DATE
ECG	W. H. McNamee	LCOR MC USA	10-6-64
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.
SMITH, RICHARD W.		F B I	STAFF CLINIC

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
520-104
(Attach tracings to S. F. 507)

NAMC

SA-FBI



CLINICAL RECORD

ELECTROCARDIOGRAPHIC RECORD

PREVIOUS ECG

PYES NO

CLINICAL IMPRESSION

MEDICATION

EMERGENCY BEDSIDE

ROUTINE ☒ AMBULANCE

DATE

AGE SEX RACE HEIGHT WEIGHT (LB) SIGNATURE OF WARD PHYSICIAN

15

M

W

5' 10"

150

170

170

170

170

170

170

170

170

170

RHYTHM

AXIS DEVIATION (QRS)

RATES

APR 75 VENT 75

INTERVALS

P WAVES

PR

QRS

QT

.48

QRS COMPLEXES

RS-T SEGMENT

T WAVES

UNIPOLAR EXTREMITY LEADS (Spec's)

PRECORDIAL LEADS (Spec's)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS

Long QT interval unchanged since previous tracings.
WALK

(Continue on reverse)

NO.

ECG

SIGNATURE CLINTON J. MCCREW, JR. TITLE

DATE

10-22-63

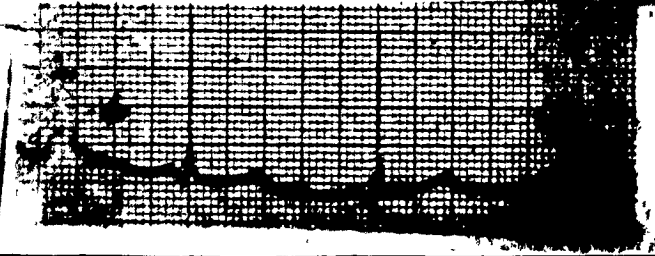
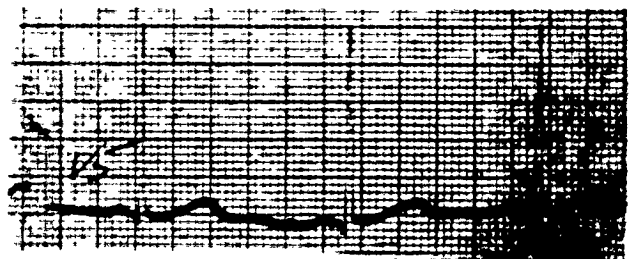
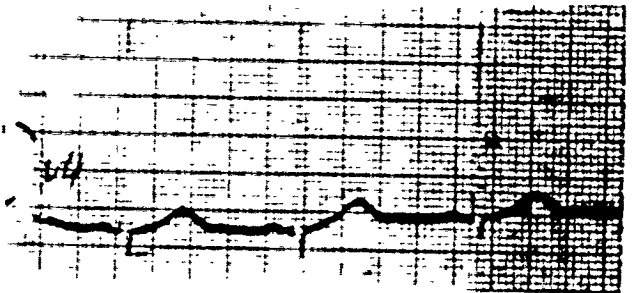
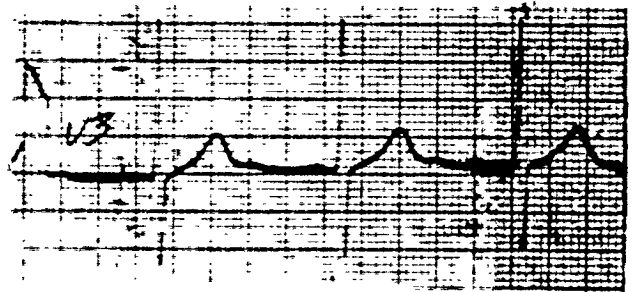
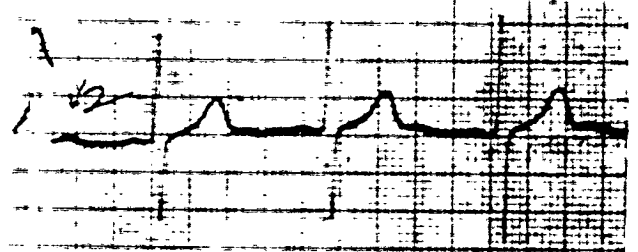
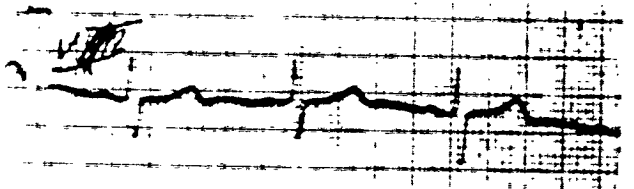
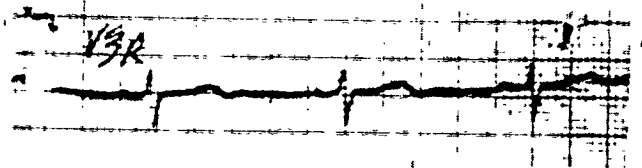
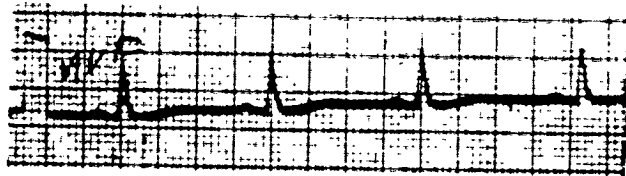
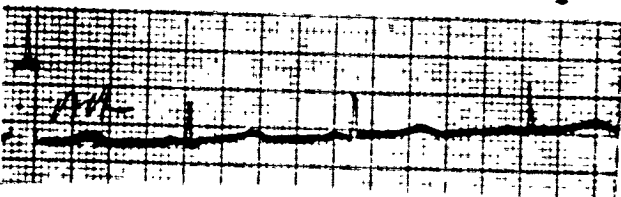
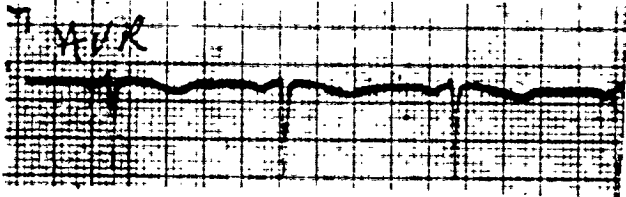
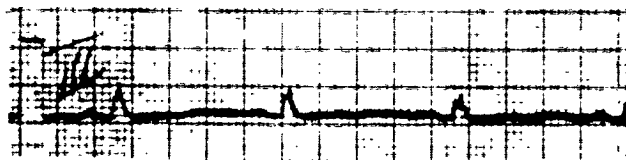
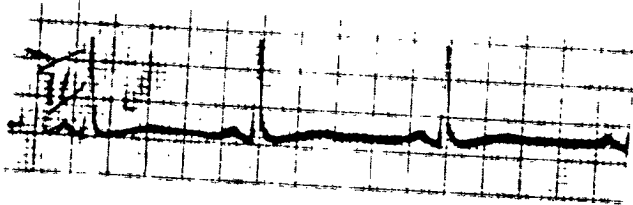
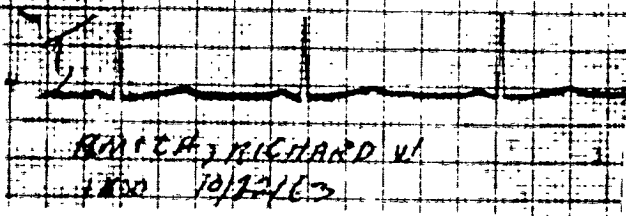
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)

REGISTER NO.

WARD NO.

SMITH, RICHARD W
SA-FBI

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
520-104
(Attach tracings to S. F. 507)



CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG	
CLINICAL IMPRESSION						MEDICATION		☐ YES	☐ NO
								☐ EMERGENCY	☐ BEDSIDE
								☐ ROUTINE	☐ AMBULANT
AGE 44	SEX M	RACE 5-8	HEIGHT 15	WEIGHT 3	B. P.	SIGNATURE OF WARD PHYSICIAN		DATE 11/19/62 @ 1050	
RHYTHM normal sinus						AXIS DEVIATION (QRS) A45		RATES AURIC. VENTR.	
INTERVALS PR .12 QRS .09 QT .42						P WAVES normal			
QRS COMPLEXES normal									
RS-T SEGMENT normal						T WAVES flat II Depressed III AVF			
UNIPOLAR EXTREMITY LEADS (Specify)									

PRECARDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

1. Sinus bradycardia.
2. No significant change since 12/11/61.

(Continue on reverse)

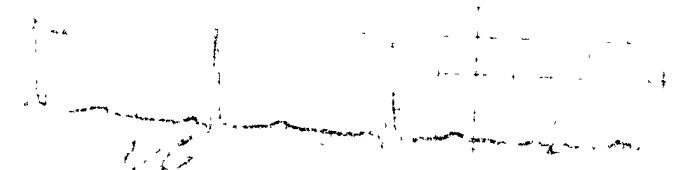
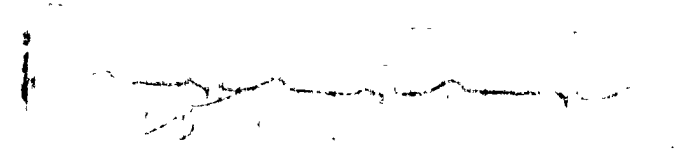
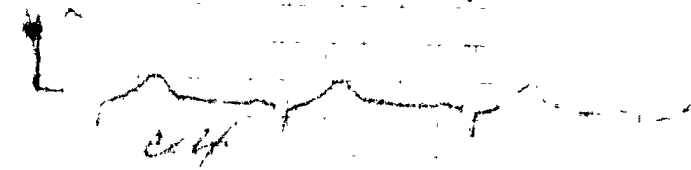
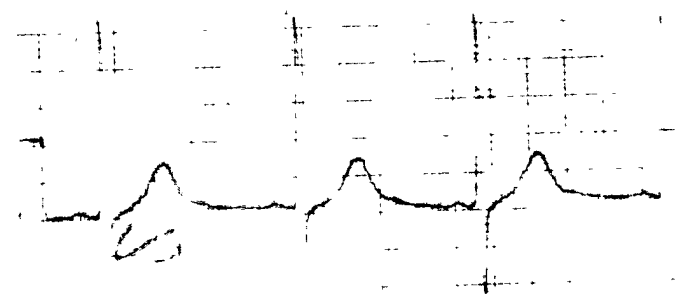
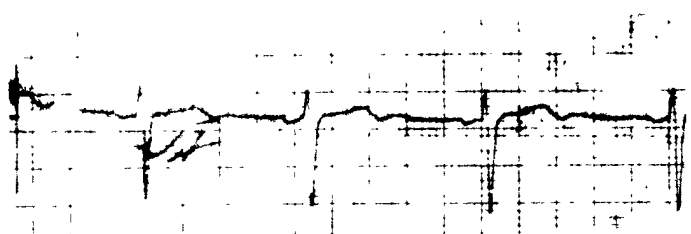
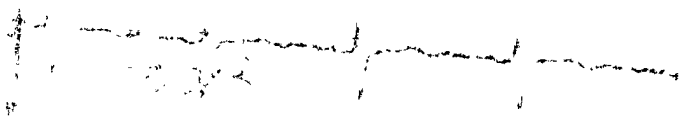
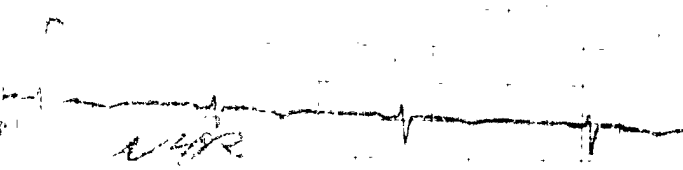
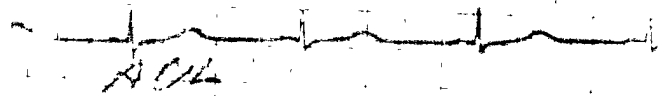
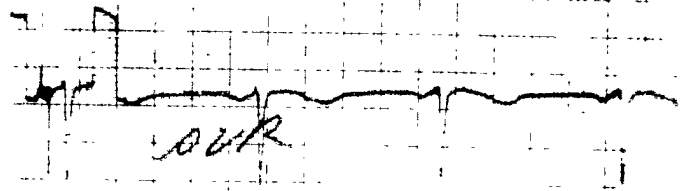
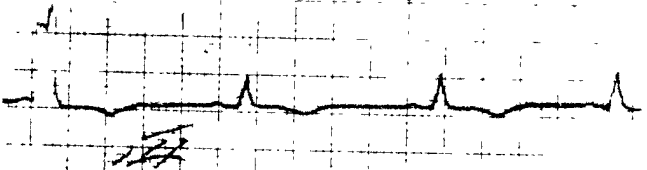
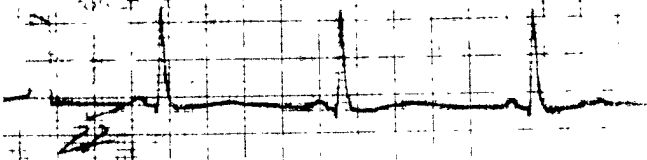
NO. ECG 20011	SIGNATURE J. DRAGGOTT	TITLE LT MCUSN	DATE 11/19/62
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO. ST CL

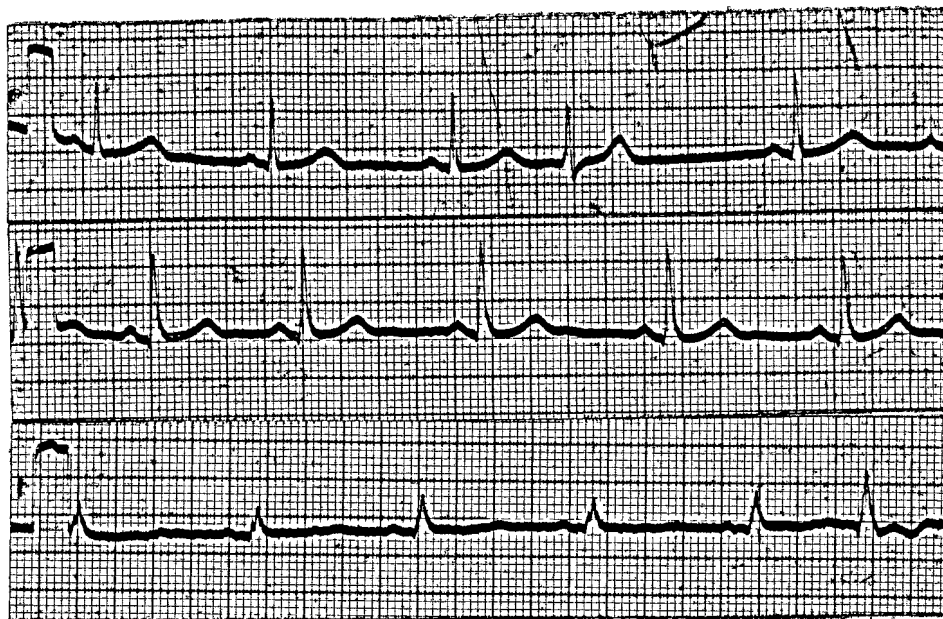
SMITH RICHARD W FBI

U. S. NAVAL HOSPITAL
CARDIOLOGY DEPT.
BETHESDA, MARYLAND

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
520-104
(Attach tracings to S. F. 507)

~~Handwritten text, possibly "H. J. ... 1954"~~

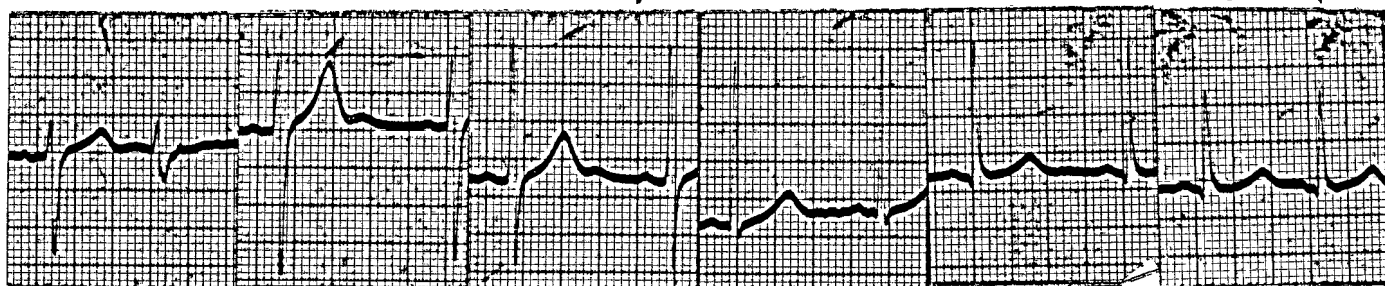




V-1

T8

V-6



AUR

AUL

AUF

#1

N

CLINICAL RECORD

ELECTROCARDIOGRAPHIC RECORD

PREVIOUS ECG

☐ YES ☒ NO

CLINICAL IMPRESSION

MEDICATION

~~XXXXXX~~ Old History of Pneumonia and
Rheumatism.

None

☐ EMERGENCY
☒ ROUTINE

☐ BEDSIDE
☒ AMBULANT

AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN	DATE
34	M	W	69"	165	122/78	J. R. Brady MD	1 Aug 52

RHYTHM

AXIS DEVIATION (QRS)

RATES

AURIC. VENT.

INTERVALS

P WAVES

PR QRS QT

QRS COMPLEXES

RS-T SEGMENT

T WAVES

UNIPOLAR EXTREMITY LEADS (Specify)

PRECORDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

Sinus arrhythmia, occasional premature ~~auricular~~ auricular beat. Tracing considered to be within normal limits.

W. H. H. (Continue on reverse)

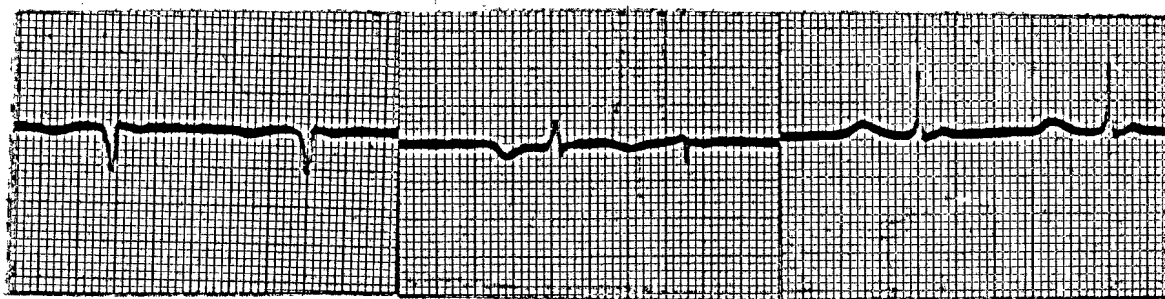
NO. ECG 42804	SIGNATURE D. O. Lynn	TITLE Colonel	DATE AUG 1 1952
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME Smith, Richard W. FBI		REGISTER NO. Phy Exam Sect OPS	WARD NO.

11 WRAMC
(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

ELECTROCARDIOGRAPHIC RECORD

Standard Form 520

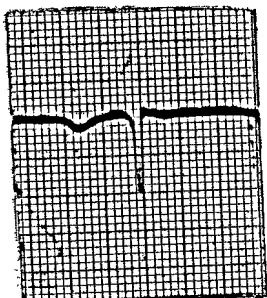
(Attach tracings to S. F. 507)



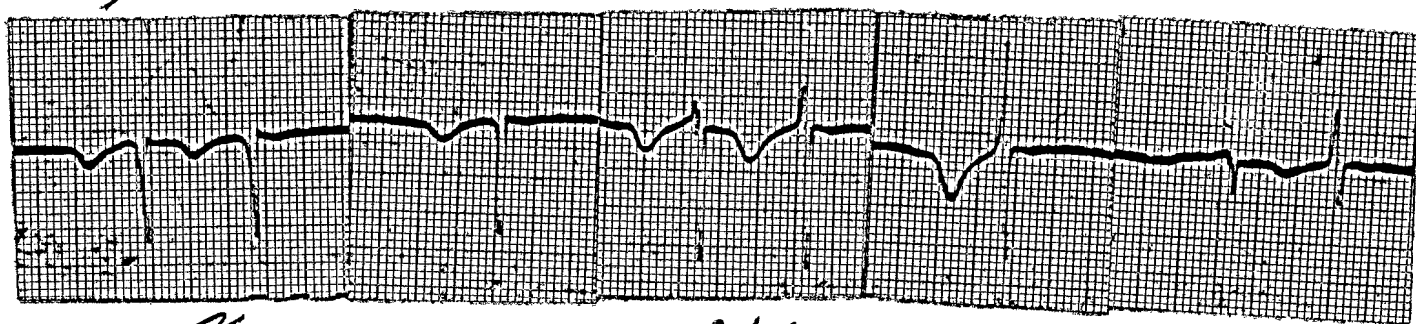
I

II

III



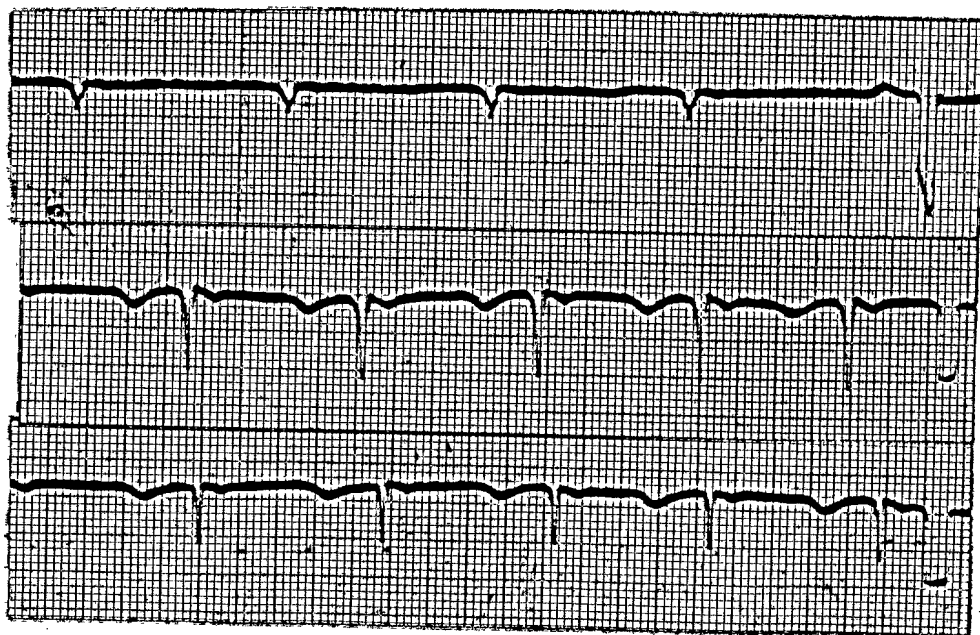
aVR



aVL

aVF

V1



V2

V3

V4

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG ☒ YES ☐ NO	
CLINICAL IMPRESSION Routine ECG for FBI						MEDICATION None		☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE 36	SEX M	RACE W	HEIGHT 69	WEIGHT 160	HR 108 76	SIGNATURE OF WARD PHYSICIAN John E. Bryant Jr., 1st Lt., MC			DATE 15 April 54
RHYTHM						AXIS DEVIATION (QRS)		RATES AURIC. VENT.	
INTERVALS PR QRS QT						P WAVES			
QRS COMPLEXES									
RS-T SEGMENT						T WAVES			
UNIPOLAR EXTREMITY LEADS (Specify)									

PRECORDIAL LEADS (Specify)

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

Normal ECG showing occasional premature ventricular contractions.

(Continue on reverse)

NO. A 1779	SIGNATURE T. D. JOHNSON,	TITLE LT. COL., MC.	DATE APR 15 1954
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME SMITH, Richard W		REGISTER NO. FBI	WARD NO. Physical Exam. Section

WRAH

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

ELECTROCARDIOGRAPHIC RECORD

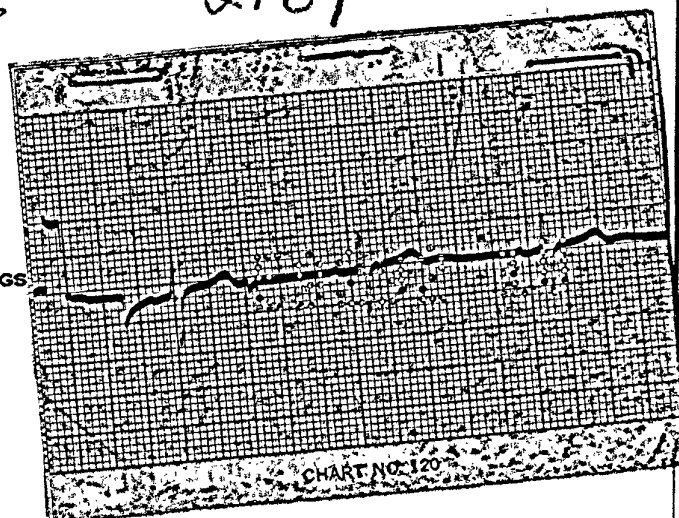
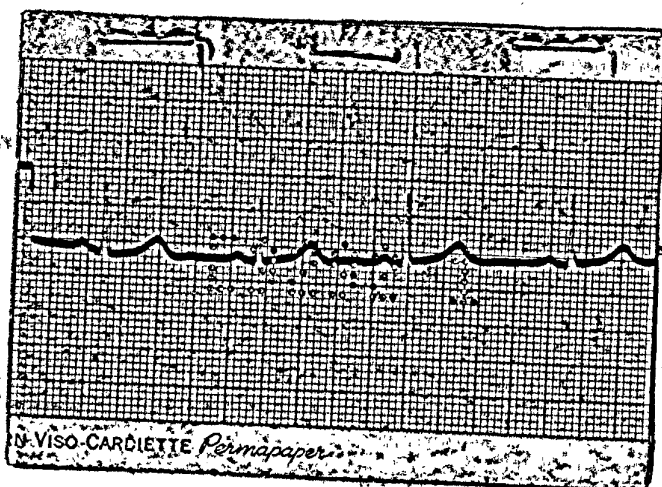
Standard Form 530

(Attach tracings to S. F. 507)

CLINICAL RECORD						ELECTROCARDIOGRAPHIC REPORT		PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION						MEDICATION		☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN		DATE	
RHYTHM Sinus Arrhythmia						AXIS DEVIATION (QRS)		RATES AURIC. VENT.	
INTERVALS PR 13 QRS QT						P WAVES			
QRS COMPLEXES									
RS-T SEGMENT						T WAVES T waves upright in 1 and 2, inverted in 3.			
PRECORDIAL LEADS (Specify) Not applicable									
SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:									

Conclusion: within normal limits.

NO. ECG-9292	SIGNATURE R.C. PARKER JR.	TITLE CDR USN	DATE 5-5-50
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(Continue on reverse)

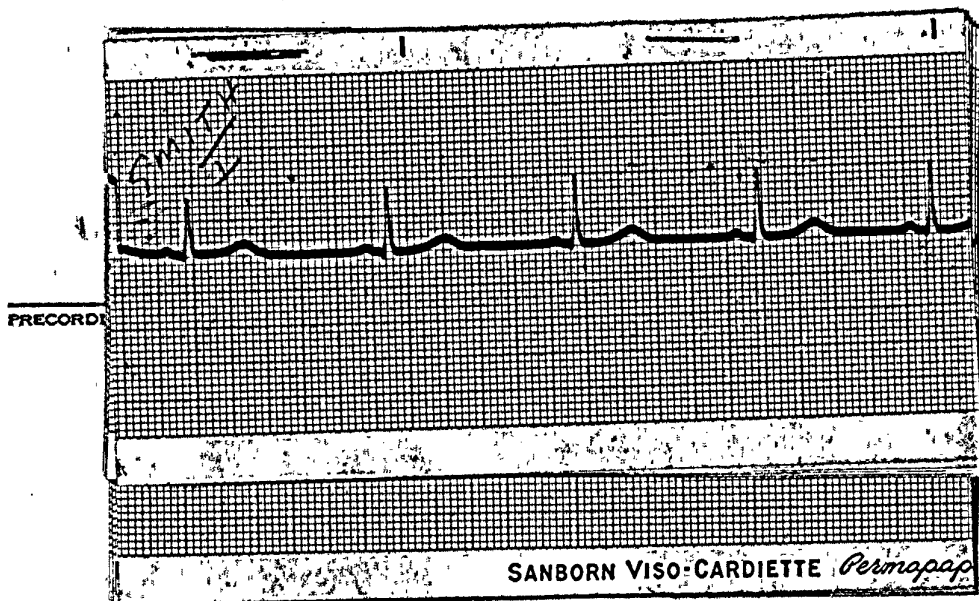
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME PARKER, Richard Jr.	REGISTER NO. 101	WARD NO. 101-1
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USNH Bethesda, Md.

ELECTROCARDIOGRAPHIC REPORT
Standard Form 520

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

CLINICAL RECORD				ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION				MEDICATION				☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE 36	SEX M	RACE	HEIGHT 65	WEIGHT 163	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE 4/11/55
RHYTHM Sinus				AXIS DEVIATION (QRS) Intermedaite			RATES AURIC. VENT. 70		
INTERVALS PR .16 QRS .08 QT				P WAVES Normal					
QRS COMPLEXES									
RS-T SEGMENT Isoelectric						T WAVES Up I, II, VI Thru V6.			
UNIPOLAR EXTREMITY LEADS (Specify)									



SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

Normal electrocardiogram.

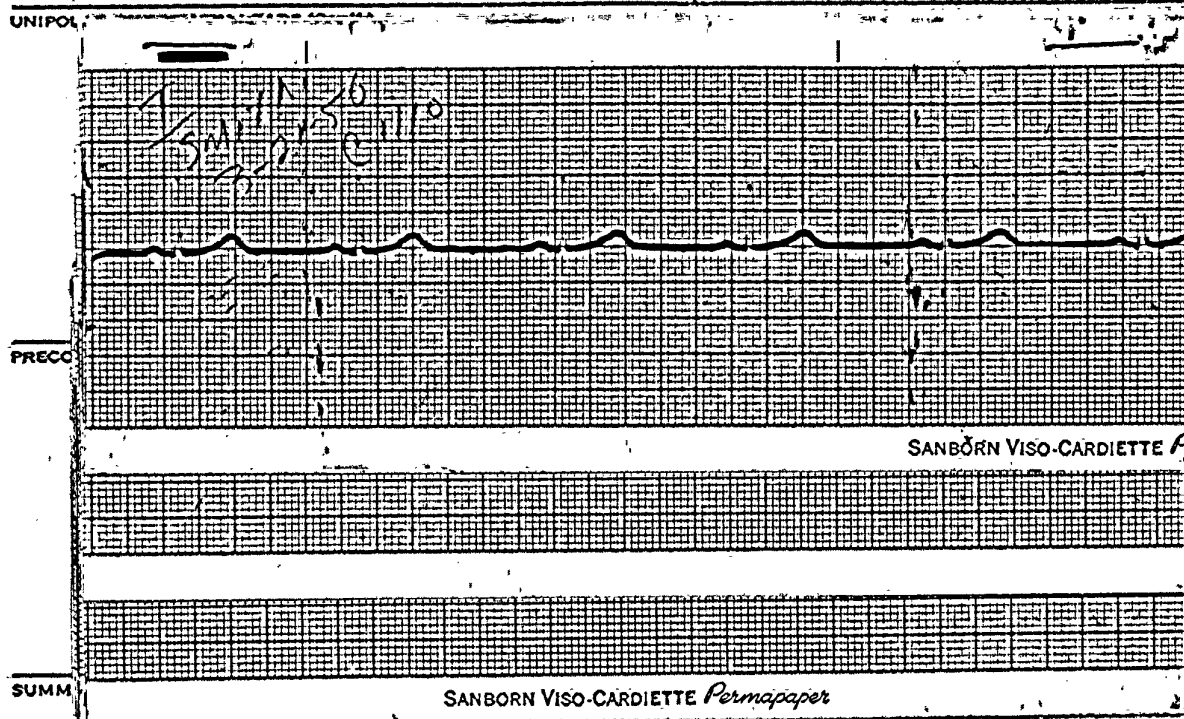
(Continue on reverse)

NO. ECG 20914	SIGNATURE H. A. Pearson	TITLE LTjg MC USNR	DATE 4/11/55
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME SMITH, RICHARD		REGISTER NO. FBI	WARD NO. ST. CLINIC

USNH BETHESDA, MARYLAND
(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG	
CLINICAL IMPRESSION						MEDICATION		☐ YES	☐ NO
								☐ EMERGENCY	☐ BEDSIDE
AGE 37						SEX M		RACE	
SIGNATURE OF WARD PHYSICIAN Dr. Johnston						DATE 3-21-56 1110			
								RHYTHM Sinus arrhythmia	
INTERVALS PR .16 QRS .08 QT .42						P WAVES		RATES	
								AURIC. VENT. 60	
QRS COMPLEXES									
RS-T SEGMENT						T WAVES			



1. Within normal limits.

(Continue on reverse)

NO. ECG 20914	SIGNATURE F. H. CARY/nb	TITLE LT MC USNR	DATE 3-23-56
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME SMITH, Richard W.		REGISTER NO. F.B.I.	WARD NO. STAFF CLINIC

USNH, BETHESDA, MD.
(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)
U. S. GOVERNMENT PRINTING OFFICE

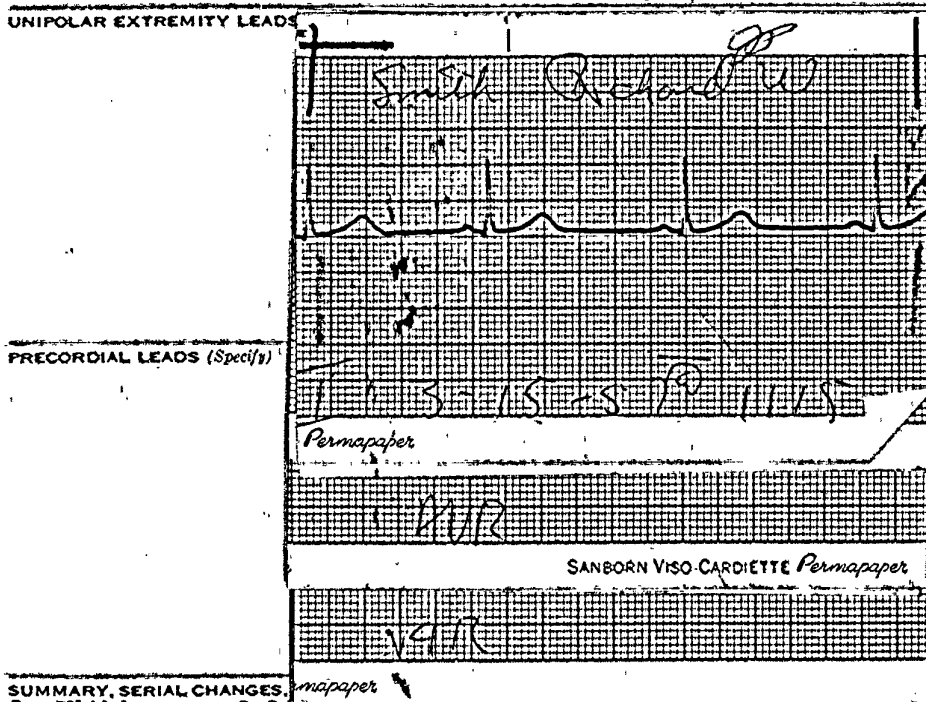
16-55209-3

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD				ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION				MEDICATION				☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE
38			69"	157		Dr. Johnston			3/15/57@1115
RHYTHM Normal sinus				AXIS DEVIATION (QRS) Normal		RATES AURIC. VENT. 60/min			
INTERVALS PR .12 QRS .08 QT .40				P WAVES Normal					
QRS COMPLEXES									

RS-T SEGMENT T WAVES

UNIPOLAR EXTREMITY LEADS



SUMMARY, SERIAL CHANGES

1. Within normal limits.
2. No significant change since 3/21/56.

(Continue on reverse)

NO. ECG 20914	SIGNATURE G.I. SHGUOLL /aes	TITLE LT MC USN	DATE 3/19/57
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO. ST. CLINIC
SMITH RICHARD W FBI			
NNMC USNH BETHESDA MD.			

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG	
CLINICAL IMPRESSION						MEDICATION		☐ YES ☐ NO	
								☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE
39	M		69	165		DR. JOHNSTON			3/7/58 @ 1110
RHYTHM						AXIS DEVIATION (QRS)		RATES	
Normal sinus						Plus 45°		AURIC. VENT. 65	
INTERVALS						P WAVES			
PR .15 QRS .06 QT									
QRS COMPLEXES									
RS-T SEGMENT						T WAVES			
UNIPOLAR EXTREMITY LEADS (I, II, III, aVR, aVL, aVF)									
PRECORDIAL LEADS (Specifys)									
ROULETTE Permapaper									
SANBORN VISO-CARDIETTE Per									

SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

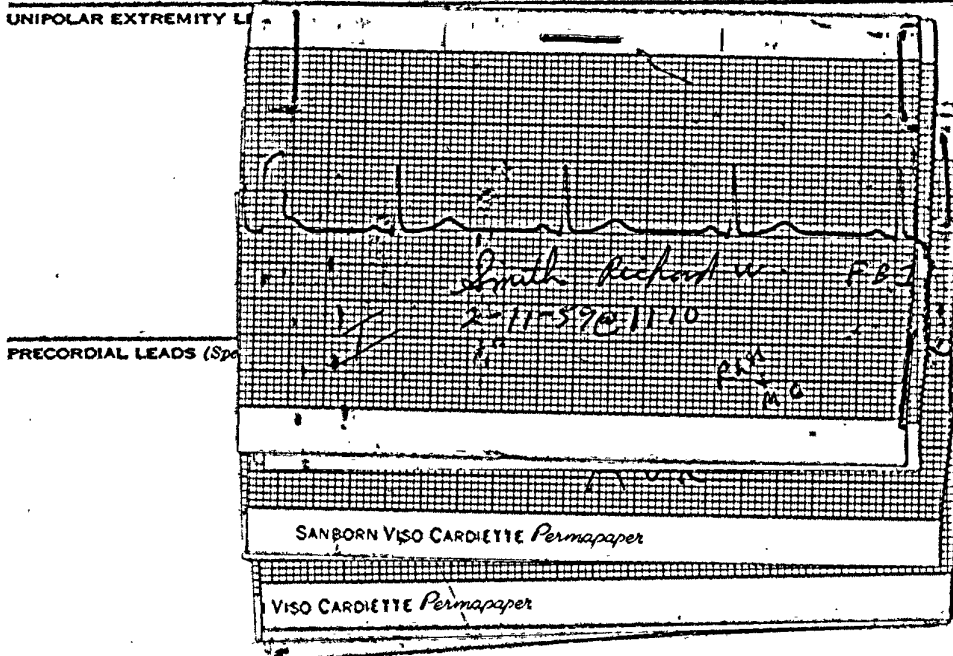
1. Within normal limits.
2. No significant change since 3/15/57.

(Continue on reverse)

NO.	SIGNATURE	TITLE	DATE
ECG 20914	A. MIALE/rlc	LT MC USN	3/12/58
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.
SMITH, RICHARD W. FBI NNMC USNH BETHESDA MD.			

Staff Clinic
ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD				ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION						MEDICATION		☐ EMERGENCY	☐ BEDSIDE
								☐ ROUTINE	☐ AMBULANT
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE
40	M		69"	155		DR. JOHNSTON			2-11-59 1110
RHYTHM						AXIS DEVIATION (QRS)		RATES	
Normal sinus						+45°		AURIC. VENT: 66	
INTERVALS						P WAVES			
PR .16 QRS .07 QT									
QRS COMPLEXES									
RS-T SEGMENT						T WAVES			
UNIPOLAR EXTREMITY L									



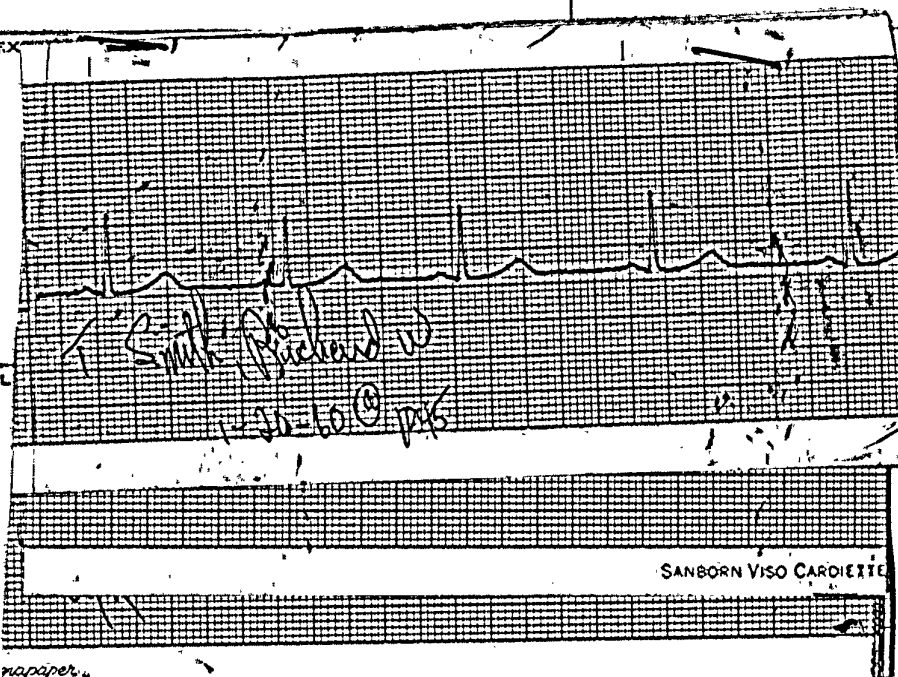
SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

1. Within normal limits.
2. No significant change since 3-7-58.

(Continue on reverse)

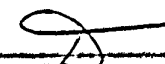
NO.	SIGNATURE	TITLE	DATE
ECG 20914	F.S. CALDWELL /mg	LT MC USN	2-11-59
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)			REGISTER NO.
SMITH, RICHARD W. FBI			WARD NO.
USNH NMC BETHESDA MD.			ST. CLINIC

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD						ELECTROCARDIOGRAPHIC RECORD		PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION						MEDICATION		☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN		DATE	
41	M		68	153		Dr Johnston		1-20-60 @ 1045	
RHYTHM Sinus bradycardia						AXIS DEVIATION (QRS)		RATES AURIC. VENT. 55	
INTERVALS PR .16 QRS .09 QT .48						P WAVES Normal			
QRS COMPLEXES Large R in V5						T WAVES			
RS-T SEGMENT Normal									
UNIPOLAR EX 									

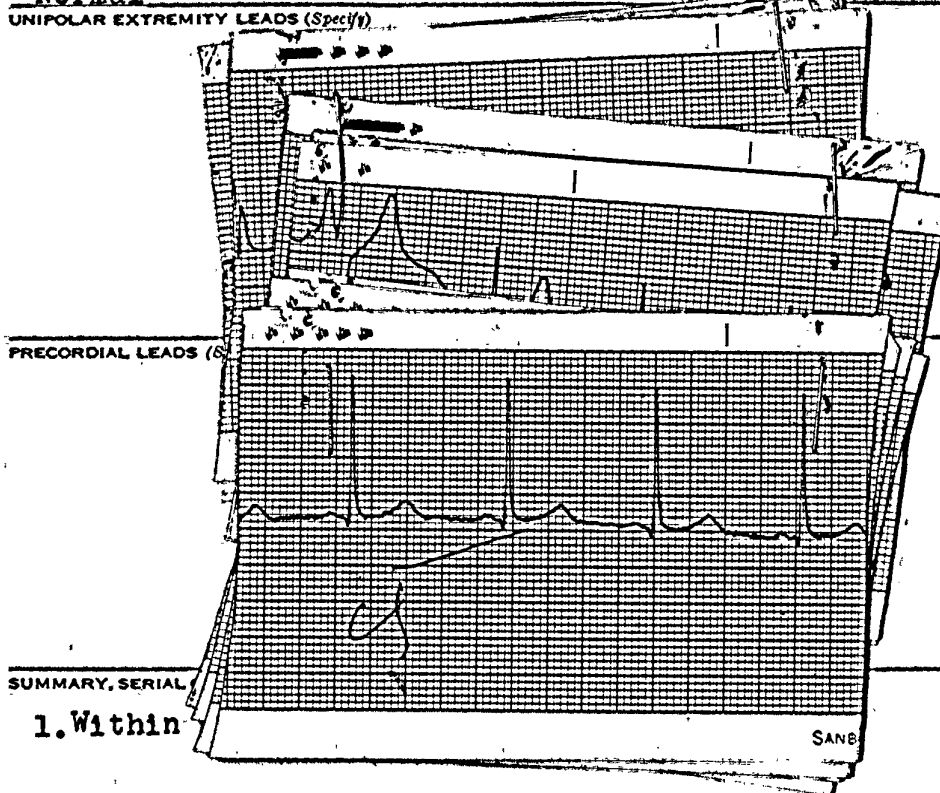
SUMMARY, SERIAL CHANGES, AND IMPLICATIONS:

1. Large R wave in V5 V4
2. Within normal limits

 (Continue on reverse)			
NO.	SIGNATURE	TITLE	DATE
ECG 20914	J J Dempsey /lef	LCDR MC USN	1-20-60
PATIENT'S IDENTIFICATION (For typed or written entries give: Name-last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.
SMITH Richard FBI NNMC USNH Bethesda Md			Staff Clinic

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

CLINICAL RECORD				ELECTROCARDIOGRAPHIC RECORD				PREVIOUS ECG ☐ YES ☐ NO	
CLINICAL IMPRESSION				MEDICATION				☐ EMERGENCY ☐ BEDSIDE ☐ ROUTINE ☐ AMBULANT	
AGE	SEX	RACE	HEIGHT	WEIGHT	B. P.	SIGNATURE OF WARD PHYSICIAN			DATE
42	M		5-8	150		Dr. Johnston			1/17/61° 1100
RHYTHM				AXIS DEVIATION (QRS)				RATES	
Sinus Arrhythmia				plus 45				AURIC. VENT. 70	
INTERVALS				P WAVES					
PR .14 QRS .08 QT .40				Normal					
QRS COMPLEXES									
Normal									
RS-T SEGMENT					T WAVES				
Normal					Normal				
UNIPOLAR EXTREMITY LEADS (Specify)									



SUMMARY, SERIAL

1. Within

SANB

(Continue on reverse)

NO.	SIGNATURE	TITLE	DATE
ECG 20914	V.N. HOUK	LCDR MC USN	1/18/61
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.
SMITH RICHARD W FBI USNH NMC BETHSEDA, MD			Staff C1

ELECTROCARDIOGRAPHIC RECORD
Standard Form 520
(Attach tracings to S. F. 507)

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Bishop *MB*

FROM : M. A. Jones *MAJ*

SUBJECT: SA RICHARD W. SMITH
EOD 7/8/40; GS - 16
RETIRING

DATE: January 7, 1969

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

As you know, SA Richard W. Smith of the Domestic Intelligence Division is retiring, active duty ceasing January 10th. In view of SA Smith's long service in the Bureau, it is felt that he would enjoy receiving "The Investigator," in his retirement.

RECOMMENDATION:

That SA Richard W. Smith be added to the Special Investigator Mailing List.

- 1 - Mr. Bishop
- 1 - Mr. DeLoach
- 1 - Mr. Mohr
- 1 - Mr. Sullivan

MAJ:mb
(7)

REC-142

67-144950-242	
Searched	Numbered
8 JAN 16 1969	

Special Investigation
Mailing List
add
Change Noted
1-14-69
HFW

1 JAN 21 1969

Mr. W. C. Sullivan

January 13, 1969



b6
b7C

**EXECUTIVE ORDER 10501
SAFEGUARDING OF OFFICIAL INFORMATION IN
THE INTERESTS OF THE DEFENSE OF THE
UNITED STATES**

Reference Paragraph B, SAC Letter 54-35.

Section Chief Richard W. Smith was separated from service, effective close of business 1/10/69, due to retirement. His name should be deleted from the list of individuals in the Domestic Intelligence Division who are authorized to classify, declassify, upgrade and/or downgrade defense information.

RECOMMENDATION:

That Section Chief Richard W. Smith be deleted from the Domestic Intelligence Division list of those authorized to classify, declassify, upgrade and/or downgrade defense information.

**AVG:gnt
(7)**

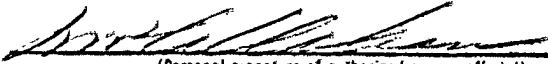
- 1 - Mr. W. C. Sullivan
- 1 - Administrative Division
(Movement Unit will make appropriate notation)
- 1 - Training Division
- 1 - Inspection Division
- 1 - 
- ① - Personnel File (Richard W. Smith)

b6
b7C

ORIGINAL FILED IN

59

AGENCY CERTIFICATION OF INSURANCE STATUS
Federal Employees Group Life Insurance Program

1. NAME (Last) (First) (Middle) SMITH, RICHARD W.			2(a). DATE OF BIRTH (Month, Day, Year) 7-29-18	2(b). SOCIAL SECURITY NUMBER 332 14 1994						
3. CHECK THE REASON FOR TERMINATING INSURANCE										
<table border="0"><tr><td>(a). ☐ SEPARATED</td><td>(c). ☐ DIED</td><td rowspan="2">☐ 12 MONTHS NON-PAY STATUS</td><td rowspan="2">☐ OTHER (Specify)</td></tr><tr><td>(b). ☒ RETIRED</td><td>HAD EMPLOYEE AT TIME OF DEATH APPLIED FOR CIVIL SERVICE ANNUITY? ☐ YES ☐ NO</td></tr></table>					(a). ☐ SEPARATED	(c). ☐ DIED	☐ 12 MONTHS NON-PAY STATUS	☐ OTHER (Specify)	(b). ☒ RETIRED	HAD EMPLOYEE AT TIME OF DEATH APPLIED FOR CIVIL SERVICE ANNUITY? ☐ YES ☐ NO
(a). ☐ SEPARATED	(c). ☐ DIED	☐ 12 MONTHS NON-PAY STATUS	☐ OTHER (Specify)							
(b). ☒ RETIRED	HAD EMPLOYEE AT TIME OF DEATH APPLIED FOR CIVIL SERVICE ANNUITY? ☐ YES ☐ NO									
4. CHECK APPROPRIATE BOX CONCERNING SF 54, DESIGNATION OF BENEFICIARY										
<table border="0"><tr><td>(a). ☐ CURRENT SF 54 ATTACHED</td><td>(b). ☒ A CURRENT SF 54 IS NOT ON FILE WITH THIS AGENCY</td><td>(c). ☐ A CURRENT SF 54 IS ON FILE IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER (OR EQUIVALENT)</td></tr></table>					(a). ☐ CURRENT SF 54 ATTACHED	(b). ☒ A CURRENT SF 54 IS NOT ON FILE WITH THIS AGENCY	(c). ☐ A CURRENT SF 54 IS ON FILE IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER (OR EQUIVALENT)			
(a). ☐ CURRENT SF 54 ATTACHED	(b). ☒ A CURRENT SF 54 IS NOT ON FILE WITH THIS AGENCY	(c). ☐ A CURRENT SF 54 IS ON FILE IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER (OR EQUIVALENT)								
NOTE: IF EMPLOYEE (A) DIED OR (B) IS RETIRING OR RECEIVING FEDERAL EMPLOYEES' COMPENSATION UNDER CONDITIONS ENTITLING HIM TO RETAIN HIS LIFE INSURANCE, ATTACH CURRENT SF 54, IF ANY, TO ORIGINAL SF 56 AND CHECK BOX 4 (a) ON ORIGINAL AND ALL COPIES OF SF 56; IF NO CURRENT SF 54 IS ON FILE, CHECK BOX 4 (b). IN ALL OTHER CASES, SHOW WHETHER OR NOT CURRENT SF 54 IS ON FILE BY CHECKING BOX 4 (b) OR (c) A CURRENT SF 54 IS ONE THAT HAS NOT BEEN CANCELED BY EMPLOYEE OR AUTOMATICALLY BY TRANSFER OR PRIOR TERMINATION OF INSURANCE.										
5. DATE OF EVENT CHECKED IN ITEM 3 (MONTH, DAY, YEAR) 1-17-69	6. ANNUAL BASIC PAY RATE (NOT AMOUNT OF INSURANCE) ON DATE IN ITEM 5. CONVERT DAILY, HOURLY, PIECEWORK, ETC. RATE TO ANNUAL RATE. 25,879 PER ANNUM	7. DID EMPLOYEE HAVE OPTIONAL INSURANCE ON DATE IN ITEM 5? NO ☒ YES ☐ IF YES, GIVE RECEIPT DATE OF ELECTION OF OPTIONAL INSURANCE (SF 176 or 176-T):	8. DATE OF NOTICE OF CONVERSION PRIVILEGE (SF 55) TO EMPLOYEE (MONTH, DAY, YEAR)							
9. I CERTIFY THAT THE ABOVE INFORMATION HAS BEEN OBTAINED FROM, AND CORRECTLY REFLECTS, OFFICIAL RECORDS AND THAT THE EMPLOYEE NAMED WAS COVERED BY FEDERAL EMPLOYEES GROUP LIFE INSURANCE ON THE DATE SHOWN IN ITEM 5.										
 (Personal signature of authorized agency official)			1-24-69 (Date)							
N. P. Callahan (Typed name of authorized agency official)			Assistant Director (Title)							
Federal Bureau of Investigation (Name of agency)			Washington, D. C. 20535 (Mailing address, including ZIP Code of agency)							

SEE OTHER SIDE
FOR
INSTRUCTIONS TO EMPLOYING AGENCY

2 sent
2-12-69
m

orig SF-2810, & copy SF-56 sent to empl at
3807 Seneca Dr., Annandale, Va. 22003
copy SF-2810 & SF-56 orig SF-2809
NOT RECORDED
PART 3 - FILE COPY
FEB 14 1969
1-27-69
mas

3/mas

INSTRUCTIONS TO EMPLOYING AGENCY

COMPLETION OF CERTIFICATION

1. This Certification must be completed in triplicate whenever an employee's insurance terminates for:
 - a. Death.
 - b. Retirement on an immediate annuity with 12 or more years' creditable service, of which at least 5 years are civilian service, or on account of disability. (An immediate annuity is one which begins to accrue not later than 1 month after the date the insurance would normally cease.) In a disability retirement case, do not complete SF 56 until a finding of disability has been officially made and the employee's separation is in order.
 - c. Completion of 12 months in a non-pay status or separation, and the employee is receiving benefits under the Federal Employees' Compensation law, and held unable to return to duty.
 - d. Any other reason, if the employee desires to convert his life insurance, except under the following circumstances:
 - (1) Employee waived or declined on SF 176 (or SF 176-T);
 - (2) If it is known that, within 3 calendar days after the date the insurance terminated, the employee will return to Government service in the same or another position in which he will be eligible to reacquire Federal Employees Group Life Insurance;
 - (3) More than 75 days have elapsed from the date insurance terminated unless specific request is made therefor by the Civil Service Commission or the Office of Federal Employees' Group Life Insurance.
2. If insurance terminated on account of death, indicate in item 3(a) whether the employee had filed an Application for Retirement (SF 2801) with the Civil Service Commission.
3. In item 8, give date of Notice of Conversion Privilege (SF 55), except that if this form (SF 56) is issued in lieu of SF 55, give current date. In case of death, leave this item blank.
4. It is important whenever a duplicate SF 56 is issued to replace one which has been lost, that it be clearly marked "DUPLICATE".

DISPOSITION OF CERTIFICATION

1. Death of employee—
 - a. Send duplicate of SF 56 immediately to the Office of Federal Employees' Group Life Insurance.
 - b. Keep the original (preferably in the Official Personnel Folder or its equivalent) for attachment to a claim for death benefits (Form FE-6) when received.
 - c. If no claim is received, send original SF 56, upon request, to the Office of Federal Employees' Group Life Insurance.
 - d. If the deceased employee has a current Designation of Beneficiary (SF 54) on file, the SF 54 must be attached to the original SF 56 when it is sent to the Office of Federal Employees' Group Life Insurance.
2. Retirement of employee—
 - a. If the employee is applying for an immediate annuity with 12 or more years' creditable service (of which at least 5 years are civilian service) or for disability, attach the original SF 56 and current Designation of Beneficiary (SF 54), if any, to the Application for Retirement and give duplicate of SF 56 to the employee. [NOTE: In a disability retirement case where the retirement application has already been sent to the Civil Service Commission, attach the original SF 56 (and SF 54, if any) to the "FINAL" Individual Retirement Record (SF 2806).]
 - b. If the employee wants to continue only his regular insurance, have him complete a SF 176 declining his optional insurance. If he wants to convert only his optional insurance, prepare a statement (see below), in duplicate, for him to sign, attach both copies of the statement to the original SF 56, and submit with application for retirement as instructed in 2a above.
Illustrative Statement
"I want to continue my regular insurance after retirement but would like additional information on converting my optional insurance."

(Employee's signature)

(Address—print or type)

(Date)

- c. If the employee prefers to convert both his regular and optional insurance to an individual policy, give him the original and duplicate copy of the SF 56. Retain SF 54, if any.
3. If employee is receiving compensation benefits—
 - a. Before completing item 7 contact the local Bureau of Employees' Compensation Office, if necessary, to confirm whether the employee still has optional insurance.
 - b. Have the employee complete appropriate box on reverse side of the original SF 56. Send original SF 56 and current Designation of Beneficiary (SF 54), if any, to the U. S. CIVIL SERVICE COMMISSION, BUREAU OF RETIREMENT AND INSURANCE, WASHINGTON, D. C., 20415, and give duplicate copy of SF 56 to the employee.
 - c. If the employee prefers to convert his group insurance to an individual policy, give him the original and duplicate copy of the SF 56. Retain SF 54, if any.
4. All other cases—

Upon request, give the employee the original and duplicate copy of the SF 56 or mail them to him.
5. In all cases—

Retain file copy of the SF 56 in the employee's Official Personnel Folder or its equivalent.

PROMPT CERTIFICATION REQUIREMENT

The time in which an employee may convert his group life insurance to an individual policy is limited. This SF 56 must be completed and delivered or mailed to him promptly.

LAST NAME	FIRST NAME	MIDDLE NAME	DATE OF BIRTH			SOC. SEC. NO.			AGENCY	PAYROLL OFFICE	LOCATION	PAYROLL OFFICE NO.	
			MO.	DAY	YR.								
SMITH	RICHARD	W.	7	29	18	33	2	14	1994	JUSTICE	FBI	WASH., D.C.	15-02-0001
			DO NOT USE										

(RECORD EACH NAME CHANGE—
STRIKE OUT PREVIOUS NAME)

[illegible]

DATE OF BIRTH			DATE	DESIGNATION	OFFICE
MONTH	DAY	YEAR			
July	29	1918			
SEX	M	RACE	W		
RETIREMENT AGE					
DEPARTMENTS					

"SMITH RICHARD WARREN-

(SURNAME)

(FIRST NAME)

(SECOND NAME)

[illegible]

DATE OF BIRTH			LEGAL VOTING RESIDENCE		
MONTH	DAY	YEAR	STATE AND CONG. DISTRICT	COUNTY	CITY OR TOWN
July	29	1918	Ill. 17th	Logan	Lincoln
SEX	M	RACE	W	MILITARY SERVICE	YES _____ NO _____
RETIREMENT AGE			MILITARY PENSION OR WAR RISK COMPENSATION _____ YES _____ NO _____		

SMITH,	RICHARD .	WARREN
(SURNAME)	(FIRST NAME)	(SECOND NAME)

[illegible]

EDUCATION:

COMMON SCHOOL

HIGH SCHOOL

COLLEGE

DEGREES, IF ANY.

(INDICATE NUMBER OF YEARS)

1 2 3 4 5 6 7 8

1 2 3 4

1 2 3 4

SPECIAL QUALIFICATIONS

UNITED STATES CIVIL SERVICE COMMISSION
BUREAU OF RETIREMENT AND INSURANCE
WASHINGTON, D. C. 20415

January 16, 1969

RCP:LCS:ew
CSA-1 127 670

John Edgar Hoover
Director
United States Department of Justice
Federal Bureau of Investigation
Washington, D. C. 20535

REQUEST FOR INDIVIDUAL RETIREMENT RECORD (STANDARD FORM 2806)			
NAME (Last) (First) (Middle)	DATE OF BIRTH	SOCIAL SECURITY NO.	
SMITH, RICHARD W.	July 29, 1918	332-14-1999	
OTHER NAMES UNDER WHICH EMPLOYED	POSITION		
R. Warren Smith	Special Agent		
SERVICE CLAIMED IN CONNECTION WITH AN APPLICATION FOR			
☒ ANNUITY ☐ DEATH BENEFITS ☐ REFUND ☐ DEPOSIT OR REDEPOSIT			
PERIODS OF SERVICE FOR WHICH A 2806 IS REQUESTED			
BEGINNING DATE	ENDING DATE	DEPARTMENT OR AGENCY	LOCATION
	01-10-69	Federal Bureau of Investigation, US Dept of Justice	Washington, D.C.

REMARKS:

The Commission has approved the retirement of Richard W. Smith under Section 8336 (C), 5 U.S.C.

Please forward the claimant's retirement record (Form 2806) as soon as possible after date of final separation.

Rec'd 1/17 Sep cl 1/17 cad cl 1-10-69 when when on LWD P then 1/17/69. annuity & comm 1-11-69

Please attach this form to the 2806 forwarded. If Form 2806 is not submitted, please check one of the boxes on the reverse side of this form and furnish information as required.

RECORDED
10 FEB 17 1969

Jack Goldberg
Chief, Claims Division

BRI 47-62
AUGUST 1966

United States Civil Service Commission
Bureau of Retirement and Insurance
Claims Division
Washington, D.C. 20415

The requested information is furnished below as indicated by checked box:

- ☐ Form 2806 covering service claimed forwarded to the Civil Service Commission.

DATE FORM 2806 FORWARDED	REGISTER OF SEPARATIONS NO.
NAME AND DATE OF BIRTH SHOWN ON FORM 2806	

- ☐ No record of employment in this department or agency.
- ☐ Form 2806 cannot be forwarded. Employee on furlough until
(DATE)
- ☐ Employee not subject to the Retirement Act:

FROM	TO
REASON FOR SEPARATION	

Remarks:

JAN 17 9 32 AM '69
REC'D
FBI
ADMIN. DIV.

(AUTHORIZED CERTIFYING OFFICER)

(DATE)

(TITLE)

Handwritten signature and date:
1/19/69

STANDARD FORM NO. 2803
JULY 1964
FPM SUPPLEMENT 831-1
6 GAO 5000
2803-105

APPLICATION TO MAKE DEPOSIT OR REDEPOSIT

CIVIL SERVICE RETIREMENT SYSTEM

TO AVOID DELAY IN PROCESSING: 1. Read carefully the information attached; 2. Typewrite or print in ink; 3. Complete Part A in full and have your employing agency complete Part B. If not Federally employed Part B need not be completed.

A. TO BE COMPLETED BY THE APPLICANT

1. (A) NAME MR. <i>Smith</i> (Last) <i>Richard</i> (First) <i>W.</i> (Middle)			2. LIST ALL OTHER NAMES YOU HAVE USED <i>R. Warren Smith</i>		3. DATE OF BIRTH (Month, day, year) <i>7/29/18</i>	
1. (B) ADDRESS <i>3809 Terrace Drive</i> (Number and street)			4. (A) DEPARTMENT OR AGENCY IN WHICH PRESENTLY OR LAST EMPLOYED, INCLUDING BUREAU, BRANCH, OR DIVISION			
(City, State, and ZIP Code) <i>Annandale, Virginia 22003</i>			4. (B) LOCATION OF EMPLOYMENT (City and State) <i>Washington, D.C.</i>		4. (C) TITLE OF LAST POSITION <i>Special Agent</i>	
5. LIST BELOW IN CHRONOLOGICAL ORDER: (A) ALL "DEPOSIT" PERIODS OF SERVICE FROM AUGUST 1, 1920, DURING WHICH NO CIVIL SERVICE RETIREMENT DEDUCTIONS WERE WITHHELD FROM YOUR SALARY; AND (B) ALL "REDEPOSIT" SERVICE DURING WHICH RETIREMENT DEDUCTIONS WERE WITHHELD AND LATER REFUNDED TO YOU.						
DEPARTMENT OR AGENCY, INCLUDING BUREAU, BRANCH, OR DIVISION WHERE EMPLOYED	LOCATION OF EMPLOYMENT (City and State)	TITLE OF POSITION	PERIODS OF SERVICE		CHECK WHETHER DEDUCTIONS WERE NOT WITHHELD OR WERE WITHHELD AND REFUNDED	
			BEGINNING DATE	ENDING DATE	NOT WITHHELD	WITHHELD AND REFUNDED
<i>Federal Bureau of Investigation</i>	<i>Washington, D.C.</i>	<i>Clerk</i>	<i>7/8/40</i>	<i>9/8/41</i>	<i>X</i>	
6. IF BOTH DEPOSIT AND REDEPOSIT PERIODS ARE LISTED ABOVE, CHECK ONE OF THE BOXES BELOW: ☒ I WISH TO PAY THE TOTAL AMOUNT OF THE DEPOSIT AND REDEPOSIT. ☐ I WISH TO PAY THE REDEPOSIT ONLY.			7. (A) ARE DEDUCTIONS FOR CIVIL SERVICE RETIREMENT NOW BEING WITHHELD FROM YOUR SALARY? ☒ YES ☐ NO		7. (B) IF YOUR ANSWER IS "NO" GIVE THE DATE OF SEPARATION FROM YOUR LAST POSITION UNDER THE CIVIL SERVICE RETIREMENT ACT. DATE OF SEPARATION	
I hereby certify that all statements in this application are true to the best of my knowledge and belief and that I intend to make full payment or begin installment payments of the amount due.						
<i>12/31/68</i> (DATE)			<i>Richard W. Smith</i> (SIGNATURE OF APPLICANT)			

10 FEB 17 1969
7-NOV-68
3/16/69

B. TO BE COMPLETED BY THE EMPLOYING AGENCY

INSTRUCTIONS TO THE AGENCY.—This application is not to be used as a means for verifying service for leave, retention, or other non-retirement purposes. The procedures for verifying service for non-retirement purposes or to establish creditability of service are contained in the Federal Personnel Manual.

The applicant should be informed that he must be prepared to pay the amount of the deposit or redeposit (or both) either in a lump sum or installments.

SCHEDULE 1.—From the Individual Retirement Record (S. F. 2806) enter in this schedule the period(s) of service for which retirement deductions remain to the employee's credit. Include any service since August 1, 1920, in other branches of your agency or in other agencies if such service is of record on S. F. 2806 in your possession. If it is more convenient than completing this schedule, a photo copy of the S. F. 2806 may be attached.

[illegible]

SCHEDULE 2.—List in this schedule all service since August 1, 1920 (beginning with first period of service shown by the applicant in Item 5 of Part A) for which deductions were not withheld and for which an official record is in the agency. An official record includes S. F. 2806, official personnel folder, pay card, or any other official document which shows that the individual was employed. Note under "Remarks" any periods of leave without pay, the time actually worked if the employee was paid on a when-actually-employed or part-time basis, or any other similar information which would affect the amount of deductions owed to the retirement fund. Any non-deduction service which cannot be verified from official records should be listed and noted in the "Remarks" column as "Unverified."

[illegible]

CERTIFICATION.—The entries in schedules 1 and 2 are based on official records of this agency and are correct. There is no official personnel or fiscal record in this agency of the additional service (if any) alleged by the employee and marked "Unverified" in Schedule 2.

Maurice F. Roisen
Maurice F. Roisen
Federal Bureau of Investigation
Washington, D. C. 20535

Authorized Certifying
(OFFICIAL TITLE) Officer

1-2-69

(DATE)

STANDARD FORM NO. 2801 April 1963 GPM FORM NO. 831-1	APPLICATION FOR RETIREMENT CIVIL SERVICE RETIREMENT SYSTEM (USE ONLY IF SEPARATED ON OR AFTER OCTOBER 11, 1962)	6 GAO 5000 2801-106
To avoid delay—1. Read information carefully; 2. Complete application in full; 3. Typewrite or print in ink		

A. PERSONAL INFORMATION

1. NAME MR MRS MISS (Last) Smith (First) Richard (Middle) W.	2. DATE OF BIRTH (Month) (Day) (Year) July 29, 1918	3. SOCIAL SECURITY NUMBER 332-14-1994										
4. ADDRESS (Number and street) (City and State) (Zip Code) 3809 Terrace Drive, Annandale, Va. 22003	5. LIST ALL OTHER NAMES YOU HAVE USED R. Warren Smith											
6. (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA? ☒ YES ☐ NO		6. (B) IF "NO," OF WHAT COUNTRY ARE YOU A CITIZEN?										
7. (A) ARE YOU MARRIED? ☒ YES ☐ NO	7. (B) IF "YES," GIVE THE FOLLOWING INFORMATION: <table border="1"><tr><td>WIFE'S OR HUSBAND'S NAME (First) (Middle) (Last)</td><td>HER (OR HIS) BIRTH DATE (Month) (Day) (Year)</td><td>DATE OF MARRIAGE (Month) (Day) (Year)</td><td>PLACE OF MARRIAGE (City and State)</td><td>MARRIAGE PERFORMED BY ☒ CLERGYMAN OR JUSTICE OF THE PEACE ☐ OTHER (Specify)</td></tr><tr><td colspan="5"></td></tr></table>		WIFE'S OR HUSBAND'S NAME (First) (Middle) (Last)	HER (OR HIS) BIRTH DATE (Month) (Day) (Year)	DATE OF MARRIAGE (Month) (Day) (Year)	PLACE OF MARRIAGE (City and State)	MARRIAGE PERFORMED BY ☒ CLERGYMAN OR JUSTICE OF THE PEACE ☐ OTHER (Specify)					
WIFE'S OR HUSBAND'S NAME (First) (Middle) (Last)	HER (OR HIS) BIRTH DATE (Month) (Day) (Year)	DATE OF MARRIAGE (Month) (Day) (Year)	PLACE OF MARRIAGE (City and State)	MARRIAGE PERFORMED BY ☒ CLERGYMAN OR JUSTICE OF THE PEACE ☐ OTHER (Specify)								

B. CIVILIAN SERVICE

1. DEPARTMENT OR AGENCY IN WHICH PRESENTLY OR LAST EMPLOYED, INCLUDING BUREAU OR DIVISION Federal Bureau of Investigation, US Department of Justice	2. LOCATION OF EMPLOYMENT (City and State) Washington, D.C.	
3. TITLE OF LAST POSITION Special Agent	4. DATE OF FINAL SEPARATION (Month) (Day) (Year) COB January 10, 1969	5. APPROXIMATE NUMBER OF YEARS OF CIVILIAN SERVICE 28 yrs. 6
6. DO YOU HAVE FEDERAL EMPLOYEES GROUP LIFE INSURANCE? ☒ YES ☐ NO	7. ARE YOU ENROLLED IN A PLAN UNDER THE FEDERAL EMPLOYEES HEALTH BENEFITS PROGRAM? ☒ YES ☐ NO	

C. MILITARY SERVICE

1. COMPLETE THE SCHEDULE BELOW IF YOU HAVE PERFORMED ACTIVE DUTY THAT TERMINATED UNDER HONORABLE CONDITIONS IN ANY OF THE FOLLOWING SERVICES: (A) ARMY, NAVY, MARINE CORPS, AIR FORCE, OR COAST GUARD OF THE UNITED STATES; OR (B) REGULAR CORPS OR RESERVE CORPS OF THE PUBLIC HEALTH SERVICE AFTER JUNE 30, 1960; OR (C) AS A COMMISSIONED OFFICER OF THE COAST AND GEODETIC SURVEY AFTER JUNE 30, 1961. IF AVAILABLE, ATTACH A COPY OF YOUR DISCHARGE CERTIFICATE.					
BRANCH OF SERVICE	SERIAL NUMBER	DATE OF ENTRANCE ON ACTIVE DUTY	DATE OF SEPARATION FROM ACTIVE DUTY	LAST GRADE OR RANK	ORGANIZATION AT DISCHARGE (Div., Regt., Co., etc.)
None					
2. (A) ARE YOU A MILITARY RE-SERVIST (EITHER ACTIVE OR INACTIVE)? ☐ YES ☒ NO	2. (B) ARE YOU IN RECEIPT OF OR HAVE YOU EVER APPLIED FOR MILITARY RETIRED PAY? (RETIRED PAY DOES NOT INCLUDE V.A. PENSION OR COMPENSATION.) ☐ YES ☒ NO		2. (C) IF "YES," WERE YOU RETIRED FROM A RESERVE COMPONENT UNDER CHAPTER 67, TITLE 10, U.S.C. (FORMERLY TITLE III, PUBLIC LAW 80-810)? ☐ YES ☐ NO		

D. DISABILITY INFORMATION

Only applicants for total disability retirement will complete Part D.	1. WHEN DID YOU BECOME TOTALLY DISABLED? (Month, year)
2. BRIEFLY DESCRIBE YOUR DISABILITIES. STATE WHEN INCURRED, AND HOW THEY INTERFERE WITH PERFORMANCE OF THE DUTIES OF YOUR POSITION. (ATTACH ADDITIONAL COMMENTS ON PLAIN SHEET OF PAPER IF NECESSARY)	

E. OTHER CLAIM INFORMATION

1. (A) HAVE YOU EVER RECEIVED OR MADE APPLICATION FOR COMPENSATION UNDER THE FEDERAL EMPLOYEES' COMPENSATION ACT? ☐ YES ☒ NO	1. (B) IF "YES," STATE THE NUMBER OF YOUR COMPENSATION CLAIM AND THE PERIOD FOR WHICH YOU RECEIVED COMPENSATION <table border="1"><tr><td>CLAIM NUMBER</td><td>FROM (Month) (Day) (Year)</td><td>TO (Month) (Day) (Year)</td></tr><tr><td></td><td></td><td></td></tr></table>		CLAIM NUMBER	FROM (Month) (Day) (Year)	TO (Month) (Day) (Year)			
CLAIM NUMBER	FROM (Month) (Day) (Year)	TO (Month) (Day) (Year)						
2. (A) HAVE YOU PREVIOUSLY FILED ANY APPLICATION UNDER THE CIVIL SERVICE RETIREMENT SYSTEM, INCLUDING APPLICATION FOR RETIREMENT, REFUND, DEPOSIT OR REDEPOSIT, OR VOLUNTARY CONTRIBUTIONS? ☐ YES ☒ NO	2. (B) IF "YES," INDICATE THE TYPE(S) OF APPLICATION AND GIVE THE CLAIM NUMBER(S) IF KNOWN <table border="1"><tr><td>☐ RETIREMENT</td><td>☐ DEPOSIT OR REDEPOSIT</td><td rowspan="2">CLAIM NUMBER(S)</td></tr><tr><td>☐ REFUND</td><td>☐ VOLUNTARY CONTRIBUTIONS</td></tr></table>		☐ RETIREMENT	☐ DEPOSIT OR REDEPOSIT	CLAIM NUMBER(S)	☐ REFUND	☐ VOLUNTARY CONTRIBUTIONS	
☐ RETIREMENT	☐ DEPOSIT OR REDEPOSIT	CLAIM NUMBER(S)						
☐ REFUND	☐ VOLUNTARY CONTRIBUTIONS							
3. (A) DO YOU HAVE LIFE INSURANCE THROUGH A FORMER EMPLOYEE BENEFICIAL ASSOCIATION FOR WHICH YOU NOW PAY PREMIUMS TO THE CIVIL SERVICE COMMISSION? ☐ YES ☒ NO	3. (B) IF "YES," GIVE YOUR ACCOUNT NO. B							
4. (A) HAVE YOU EVER BEEN EMPLOYED UNDER ANOTHER RETIREMENT SYSTEM FOR FEDERAL OR DISTRICT OF COLUMBIA EMPLOYEES? ☐ YES ☒ NO	4. (B) IF "YES," GIVE THE NAME OF THE OTHER RETIREMENT SYSTEM							

(OVER)

INDICATE, BY SIGNING YOUR INITIALS IN THE APPROPRIATE BOX BELOW, THE TYPE OF ANNUITY YOU WANT TO RECEIVE. READ THE EXPLANATIONS AND CONSIDER THE MATTER CAREFULLY. NO CHANGE WILL BE PERMITTED AFTER AN ANNUITY HAS BEEN GRANTED. IF YOU WANT AN ANNUITY WITH A SURVIVOR BENEFIT, BE SURE TO GIVE THE OTHER INFORMATION CALLED FOR.

F. TYPES OF ANNUITY: MARRIED APPLICANTS ONLY

1. ☒ **ANNUITY WITH SURVIVOR BENEFIT TO WIDOW OR WIDOWER**

SPECIFY THE PORTION OF YOUR ANNUITY YOU WANT USED AS THE BASE FOR YOUR WIDOW'S (OR WIDOWER'S) SURVIVOR ANNUITY.

If you want all your annuity used as the base for the survivor benefit, write the word "all" in the box below. If you want only part of your annuity used as the base for the survivor benefit, write the yearly amount of your annuity you want used.

☒ **ALL**

THE SURVIVOR'S ANNUITY WILL BE 55% OF ALL OR WHATEVER PORTION OF YOUR ANNUITY YOU SPECIFY AS THE BASE FOR HER (OR HIS) BENEFIT.

• If you are married, you will receive this type of annuity unless you choose the annuity in F. 2.

• The annuity payable to you during your lifetime will be reduced by 2 1/4% of any amount up to \$3,600 a year used as the base for the survivor benefit, plus 10% of any amount over \$3,600 so used.

• If you retire for total disability before age 60 and get a guaranteed minimum disability annuity, you may use all or any part of your "earned" annuity as the base for the survivor benefit. You cannot use any extra annuity which may be payable to make up the guaranteed minimum annuity.

• If your wife (or husband) should die before you, no change in type of annuity will be permitted, your annuity will not be increased, nor may you name any other person as survivor.

• The survivor's annuity will begin upon your death and end when she (or he) dies or remarries.

2. ☐ **ANNUITY WITHOUT SURVIVOR BENEFIT**

(I do not desire my wife (or husband) to receive a survivor annuity benefit after my death.)

• If you choose this type, your wife (or husband) cannot be paid a survivor annuity after your death.

• This type provides annuity payments to you only.

G. TYPES OF ANNUITY: UNMARRIED APPLICANTS ONLY (Including Widowed and Divorced)

1. ☐ **ANNUITY WITHOUT SURVIVOR BENEFIT**

• If you are not married, you will receive this type of annuity unless you choose the annuity in G. 2.

• This type provides annuity payments to you only.

2. ☐ **ANNUITY WITH SURVIVOR BENEFIT TO NAMED PERSON HAVING AN INSURABLE INTEREST**

SPECIFY THE NAME, RELATIONSHIP AND DATE OF BIRTH OF THE PERSON YOU WISH TO RECEIVE THE SURVIVOR ANNUITY

NAME OF PERSON (First, middle, last)

RELATIONSHIP

DATE OF BIRTH (Mo., day, yr.)

SEE UNMARRIED EMPLOYEES UNDER INFORMATION REGARDING SURVIVOR ANNUITIES ON THE ATTACHED INFORMATION SHEET FOR EXPLANATION OF REDUCTION IN YOUR ANNUITY.

• This type is available to all retiring unmarried employees who are in good health.

• It provides a reduced annuity to you and a survivor annuity to the person named as having an insurable interest.

• The survivor's annuity will begin upon your death and end when she (or he) dies.

• The survivor's annuity will be 55% of the reduced annuity you receive.

• If you choose this type, you will have to undergo a medical examination which will be arranged by the Civil Service Commission at no cost to you.

• If the person named as having an insurable interest should die before you, no change in type of annuity will be permitted, your annuity will not be increased, nor may you name any other person as survivor.

H. CERTIFICATION OF APPLICANT

WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both (18 U.S.C. 1001).

I hereby certify that all statements made in this application are true to the best of my knowledge and belief.

12-23-68
(DATE)

Richard W. Smith
(SIGNATURE OF APPLICANT)

I. FOR USE OF EMPLOYING AGENCY (See FPM Supplement 831-1 for instructions.)

CHECK APPROPRIATE BOX:

☐ INDIVIDUAL RETIREMENT RECORD, SF 2806, AND REGISTER OF SEPARATIONS AND TRANSFERS, SF 2807, ARE ATTACHED.

☐ INDIVIDUAL RETIREMENT RECORD, SF 2806, WAS SENT TO U.S. CIVIL SERVICE COMMISSION ON _____ WITH REGISTER OF SEPARATIONS AND TRANSFERS, SF 2807, NO. _____ (DATE)

Maurice F. Row
(SIGNATURE)

12-30-68
(DATE)

Authorized Certifying Officer
(OFFICIAL TITLE)

Federal Bureau of Investigation
(DEPARTMENT OR AGENCY)

OFFENSES BARRING ANNUITY PAYMENTS: Public Law 87-299 prohibits payment of annuity to persons who have committed specified offenses involving the national security of the United States. Employing agencies are responsible for submitting all pertinent information to the Civil Service Commission's Bureau of Retirement and Insurance in any case when this law possibly applies.

NOTIFICATION OF PERSONNEL ACTION

5 PART
50-124-04

(FOR AGENCY USE)

1. NAME (CIPS) LAST-FIRST-MIDDLE SMITH, RICHARD W.		MR.-MISS-MRS. (MR.)	2. (FOR AGENCY USE)	3. BIRTH DATE (Mo., Day, Year) 7-29-18	4. SOCIAL SECURITY NO. 332-14-1994
5. VETERAN PREFERENCE 1 1-NO 2-5 PT. 3-10 PT. DISAB. 4-10 PT. COMP. 5-10 PT. OTHER			6. TENURE GROUP	7. SERVICE COMP. DATE	8. PHYSICAL HANDICAP CODE
9. FEGLI 1 1-COVERED 2-INELIGIBLE 3-WAIVED			10. RETIREMENT 1 1-CS 2-FICA 3-FS 4-NONE 5-OTHER		11. (FOR CSC USE)
12. CODE NATURE OF ACTION RETIREMENT (20 YEARS INVESTIGATIVE EXPERIENCE)			13. EFFECTIVE DATE (Mo., Day, Year) cb 1-17-69		14. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
15. FROM: POSITION TITLE AND NUMBER Supervisory Special Agent (Chief of the Research-Satellite Section) 160			16. PAY PLAN AND OCCUPATION CODE GS	17. (a) GRADE OR LEVEL 16 (b) STEP OR RATE 5	18. SALARY \$25,879pa
19. NAME AND LOCATION OF EMPLOYING OFFICE					

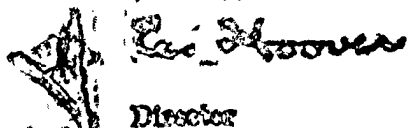
20. TO: POSITION TITLE AND NUMBER		21. PAY PLAN AND OCCUPATION CODE	22. (a) GRADE OR LEVEL (b) STEP OR RATE	23. SALARY
24. NAME AND LOCATION OF EMPLOYING OFFICE				

25. DUTY STATION (City-county-State)			26. LOCATION CODE	
27. APPROPRIATION S. & E., FBI		28. POSITION OCCUPIED 1-COMPETITIVE SERVICE 2 2-EXCEPTED SERVICE	29. APPORTIONED POSITION FROM: TO: STATE 1-PROVED-1 2-WAIVED-2	

30. REMARKS: ☐ A. SUBJECT TO COMPLETION OF 1 YEAR PROBATIONARY (OR TRIAL) PERIOD COMMENCING ☐ B. SERVICE COUNTING TOWARD CAREER (OR PERMANENT) TENURE FROM: ☐ C. DURING PROBATION ☐ D. FROM APPOINTMENT OF 6 MONTHS OR LESS

SEPARATIONS: SHOW REASONS BELOW, AS REQUIRED. CHECK IF APPLICABLE:

At his request, he voluntarily retired with date of final separation for retirement of 1-10-69 in view of Section 6 (c) of the Civil Service Retirement Act.
Annuity payments to commence 1-11-69. LWOP commenced 1-13-69 thru 1-17-69
Employee retired stating he hopes to continue his education.
Forwarding Address: 3809 Terrace Drive
Annandale, Virginia 22003
Paid hereon for the period 1/12/69 thru cb 1/17/69, less 40 hrs. LWOP.
Lump sum payment to cover 736 hours commencing bob 1/20/69 and ending cb 5/27/69. (2 holidays included)
R O LSP 736

31. DATE OF APPOINTMENT AFFIDAVIT (Appointing only)		34. SIGNATURE (Or other authentication) AND TITLE  Director	
32. OFFICE MAINTAINING PERSONNEL FOLDER (If different from employing office) NOT RECORDED JAN 24 1969		35. DATE 1-24-69	
33. CODE DJ 02		EMPLOYING DEPARTMENT OR AGENCY FEDERAL BUREAU OF INVESTIGATION WASHINGTON, D.C. 20535	

Field Firearms Training Record
FD-40 (Rev. 12-11-59)

Retained

SMITH, Richard W.

Current thru 1st Outdoor, 1963

Special Agent

Office	Date	Indoor	DA	PPC SA	PPC DA	SG #1	SG #2	SG #3	In Service		DT		
	Day-Month-Year								Rifle	MG			
SOG	6-4-63		98		79		20						
SOG	8-27-63		98	92				60					
SOG	11-1-63	248											
SOG	11-1-63		92		81		19				✓	BA	
SOG	11-15-63	260											
SOG	1-15-64	223											
SOG	8-19-64	233											
SOG	3-19-64		96	88		100					✓	HC	
SOG	5-12-64		98		88		20				✓	GAS EQUIP	
SOG	9-25-64		90	80				84					
"	"		94		88		15				✓	BA	
SOG	12-11-64	255											
"	3-26-65	264											
"	"	276											
	4/30/65	188											
	"		90	82		100					✓	PC	
SOG	7-20-65		96		80.6	100							
"	7-20-65		96	86.8				80			✓	S	
SOG	7-20-66		100	85.2			19	80		88	✓	HC	Gas
"	5-26-67	286											
"	5-26-67		96	92			15	80		80			
IN SER	6/6-7/7/67						15		78	82			
SOG	1-24-68	276											
"	7/14/68		94	85			19	80		88		AR	
"	10/31/68	279											

07-NOV 1968
10 FEB 19 1969

James
2/8/69
JPC

[illegible]

FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

OF SPECIAL AGENT Richard W. Smith

OFFICE	MO YR	H.S.	P.P.C.	A.C.-P.	A.C.-MG	S.G.	.30'06	.351	REM. 81	M.G.	GAS	NIGHT	MAGNUM	MO. PIST. PRACTICE	F.P.	LAT.	S.G.C.	G.M.	R. & P.	M.P.C.	M.P.P.	REC.	PHO-REC.	F.M. RADIO	DET.	P.M.	R.D.	EST. EFF.
Det. Trg.	11/41	88	62			100	62	73	69	95	✓		✓															
Richmond	3/41																											
2 nd writer	4/41			100		100	64			90																		
	12/41													✓														
	10/41													✓														
	1/42													✓														
	2/42													✓														
May	5/41								REM 81																			
1941	4/41	84	74		100		75																					
June	6/41																											
July	7/41	70	76	66	70	80				85																		
	8/42	100	83	67					70	100																		
	8/42														✓	✓	✓						SR	WB	✓		90	
	9/42	96	72		100					95			✓															
Det. Trg.	10/42	96	86		100				78	90																		
NOTE	11/42													✓														
	12/42													✓														
	1/43													✓														
	2/43													✓														
	3/43													✓														
	4/43			100		100		77	100																			
	5/43	100	82				60																					
Trainer	7/43	96	84																									
	6/43																											
	7/43	78	82						74		✓		✓															
	8/43	96	81						76	91																		
	9/43	96	90			100																						

SDS d.u.

67 MAY 13 1967

PERSONNEL FILE

67 NOT RECORDED

1967 FEB 25 1969

NEWARK, N.J. U.S. OFFICE

ROUTED TO

1/21/69

FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

FD-36

OF SPECIAL AGENT Richard W. Smith

OFFICE	MO YR	N. S.	P. P. G.	S. G.	-30	M. G.	GAS	NIGHT	MAGNUM	MO. PIST. PRACTICE	P. P.	LAT.	S. G. G.	G. M.	R. A. P.	M. P. G.	M. P. P.	REC.	PHO. REC.	F. M. RADIO	DET.	P. M.	R. D.	EST. EFF.	TS
Det. Div.	10/45			100	86		✓				NE	✓	✓	✓											✓
Service	10/45	94	92	100	77	93																			
	11/45									✓															
	12/45									✓															
	1/46									✓															
	2/46									✓	X												✓	✓	✓
	4/46			100	82	95																			
	6/46	E	82	100		95						lights			TE					✓				VG	
	7/46	E	95		15		✓																		
	8/46	E	92		89	98																			
	9/46			100		83	✓																		
	9/46	E	97	100		94				FP. Camera	✓	✓			Photo stat	✓	AP. switch	✓	EX. meter	✓				VG	
Service	11/46	98	91	82	78	90																			
Det.	12/46									✓															TE VG
"	1/47									✓															
"	2/47																								TE VG
"	4/47			100	83	95																			
"	5/47	E	93		82																				
"	6/47	E	91																						

NOT RECORDED
4-25-69

REMOVED FROM FIELD
PERSONNEL
67-4358-30
AUG 25 7 1969
DET. DIV. FILED

67-4358-30

April - 1945

FD-107
(1-1-45)

DUPLICATE PROPERTY RECORD

(This record is to be kept up-to-date and should be maintained
in the field personnel file of the special agent.)

NAME Richard Warren Smith, Special Agent

Badge # 2318, with case
Commission Card with case, # 2730
FBI Handbook # 3402
Tax Exemption Identification Card # ~~34666~~
Agents Brief Case X
Zipper Brief Case X
G.T.R. Identification Card # _____

FIREARMS:

Official Police Revolver # 653629
Official Police Hip Holster X
Grip Adapter X

~~REMOVED FROM FIELD~~

~~PERSONNEL FILE~~

~~67 - NOT RECORDED~~

~~14 FEB 25 1969~~

67-NOT RECORDED
14 FEB 25 1969

REC-126

August 2, 1982

b6
b7C

Richard W. Smith

Dear [redacted]

In response to your letter of July 21, 1982, I am enclosing a list of FBI Special Agents who entered on duty on September 8, 1941.

I am sure that if a representative number of those former Agents are able to attend the convention, your reunion will be a most rewarding occasion. Please accept my best wishes for a successful get-together.

Sincerely yours,

William H. Webster

William H. Webster
Director

Enclosure

1 - [redacted] Enclosure
1 - [redacted] Enclosure
1 - [redacted] - Enclosure

1 - Mr. Baker - Enclosure
1 - Mr. Bassett - Enclosure

NOTE: [redacted] requested names of SAs who entered new Agents' class with him [redacted]

b6
b7C

AUG - 2 1982

FBI

Copy of memo in [redacted]

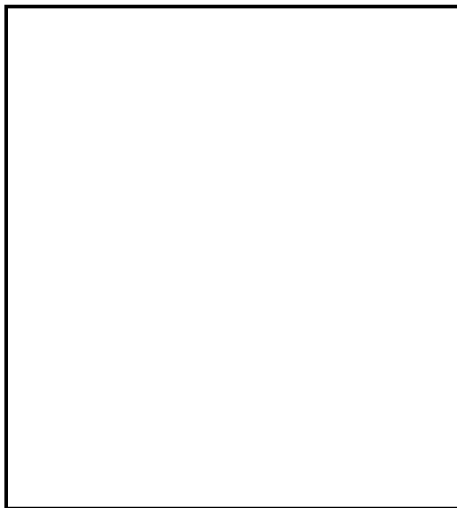
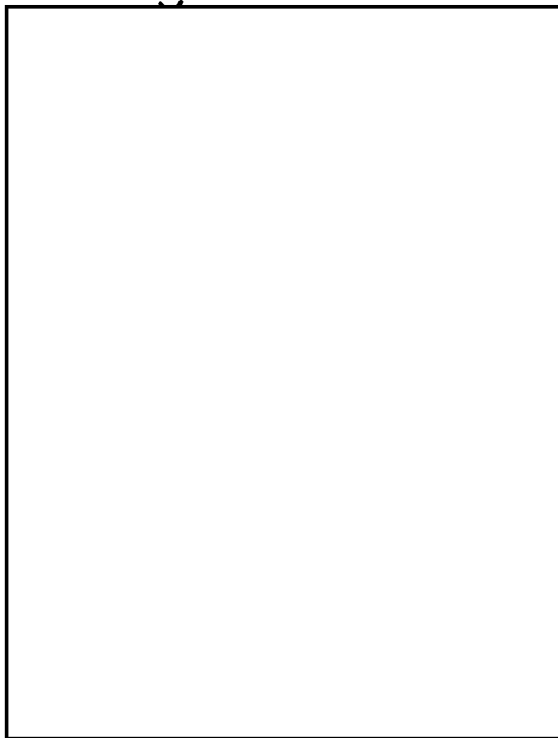
The Director is scheduled to address the convention of the Society of Former Special Agents at Las Vegas on 10/30/82.

JPJM:aka (10)

3 AUG 17 1982

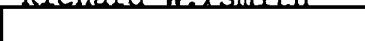
7350

FBI Special Agents who entered on duty September 8, 1941.

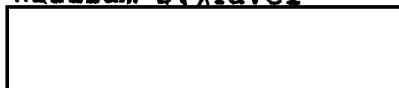


b6
b7C

Richard W. V Smith



William S. X Tavel



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Intell. _____
 Laboratory _____
 Legal Coun. _____
 Plan. & Insp. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 Off. of Cong. & Public Affs. ☒
 Telephone Rm. _____
 Director's Sec'y _____

b6
b7C

July 21, 1982

FBI/DOJ

Honorable William Webster
 Director, Federal Bureau of Investigation
 United States Department of Justice
 Washington, D.C.

Dear Judge:

As you know, the Ex-Agents Society is holding its national convention in Las Vegas in October of this year. I entered on duty as an agent in the Class of September 8, 1941 (although I served with the Bureau in a clerical capacity from July 10, 1939).

Several members of that new agents class are planning a class reunion in Las Vegas. It will, therefore, be appreciated if you will cause to be forwarded to me the names of the agents comprising the Class of September 8, 1941, so that I may determine which ones are members of the Ex-Agents Society and cause invitations to be mailed to them for a class reunion.

Your cooperation and assistance in this regard will indeed be appreciated.

With all best wishes, I remain

Sincerely,

b6
b7C

RLF/in

cc: Esquire

129778-137

RECORDED

JUL 26 1982

OCRA
RESEARCH

let rec 8/2/82
SPS

EXP. PROC.
JUL 26 1982
AUG 3 82 #21

SMITH RICHARD W

332-14-1994

MONTH	TOT OT	AVG OT	OFF	AVG	DAYS WORKED
JANUARY	59.05	2.49	2.30	D5	21
FEBRUARY	48.41	2.34	2.25	D5	19
MARCH	40.50	2.16	2.21	D5	18
APRIL	55.50	2.40	2.28	D5	21
MAY	48.41	2.13	2.22	D5	22
JUNE	53.07	2.39	2.25	D5	20
JULY	49.05	2.27	2.20	D5	20
AUGUST	39.46	2.29	2.24	D5	16
SEPTEMBER	43.30	2.11	2.24	D5	20
OCTOBER	33.29	2.35	2.19	D5	13
*NOVEMBER	49.57	2.38	2.24	D5	19
*DECEMBER	42.57	2.32	2.21	D5	17
*NOT CERT.					
TOTAL 1968	564.58	2.30			226

*NOT CERT.

TOTAL 1969 6.25 2.08

File
Zdan

89

NOT RECORDED
10 FEB 26 1969

Field Firearms Training Record
FD-40 (Rev. 12-11-59)

Special Agent S M I T H, Richard W.

Office	Date	Indoor	DA	PPC SA	PPC DA	SG #1	SG #2	SG #3	In Service		DT	
	Day-Month-Year								Rifle	MG		
SOG	1-29-60	208										
"	3-14-60	224										
"	5-4-60		84	86				80			✓	CAS
"	7-13-60		96		84		17				✓	R.D.
"	9-7-60		96	86				80			DT	S
"	10-12-60		94		82		18				DT	
"	9-16-60	262										
"	1-27-61	225										
"	3-13-61	242 192										
"	4-12-61		86	92 100				100			✓	
SOG	6/23/61		98		74		14				✓	Gaa
SOG	8/9/61		98	94				60			✓	
SOG	10/5/61		98		82		13				DT	sewd
SOG	11/9/61	223										
SOG	12/21/61	219										
SOG	2/19/62	231										
SOG	3/22/62	234										
SOG	3/22/62		92	88				80			DT	RD
SOG	5/16/62		98		84		21		89	96		
SOG	7/11/62		98	91	100			100			✓	S
SOG	11/20/62		98		86		15				✓	BA
SOG	11/29/62	214										
SOG	1-17-63											
"	3-6-63	196										
"	4-17-63		96	90		100					✓	RD

NOT RECORDED

14 FEB 25 1963

NOT RECORDED
FIELD TRAINING
CENTRAL RECORDS